

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
December 27, 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

Ms. O'Neal hadn't arrived yet so Chairman Pitman moved to approving the minutes of the December 17, 2018 meeting.

**Regular Business:**

**Motion:** Vice Chairman Robertson moves to approve the minutes of 12/17/2018 as presented

**Second:** Selectman McGarry

**Discussion:**

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

**Payroll Manifest - \$60,457.37 – gross, \$46,838.28**

**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 - \$66,739.87**

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

**Second:** Selectman McGarry

**Discussion:**

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

**Accounts Payable Manifest - \$1,048,576.97 – for school**

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

**Second:** Selectman McGarry

**Discussion:**

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

**Timber Tax Levy – Mark and Pamela LaMontagne, 33 Haynes Road - \$35.03**

**Motion:** Vice Chairman Robertson moves to levy the timber tax against the LaMontagne's

**Second:** Selectman Shute

**Discussion:**

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

**Veteran's Tax Credit - \$500.00 – Carl Crawford, 55 Stage Road, Map 423-75**

**Motion:** Vice Chairman Robertson moves to grant the Veteran's Tax Credit

**Second:** Selectwoman McHugh

**Discussion:**

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

**Refund Request – John McGowan, 21 Parade Road**

The taxpayer overpaid their taxes in error and is seeking a refund and it is recommended that the Board do this. The amount is \$1,900.00.

**Motion:** Vice Chairman Robertson moves to refund the \$1,900.00 as requested.

**Second:** Selectman Shute

**Discussion:**

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

**Independent Contractor Agreement for Sanders Searches, LLC – used for title searching, with a projected contract amount of \$780.00.**

Chairman Pitman added that this is who they used last year.

**Motion:** Vice Chairman Robertson moves to authorize the Chair to sign the contract

**Second:** Selectman Shute

**Discussion:**

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

### **Personnel Action Requests:**

#### **Parks and Recreation**

Liam Riley, Staff Supervisor - increase from \$10.44 to \$11.54.

**Motion:** Vice Chairman Robertson moves to approve the Personnel Action Request

**Second:** Selectman Shute

**Discussion:**

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

#### **Transfer Station**

Kurt Tortie, Transfer Station Attendant - increase from \$15.00 to \$16.63

**Motion:** Vice Chairman Robertson moves to authorize the Personnel Action Request which is in the request as a wage adjustment

**Second:** Selectman McGarry

**Discussion:**

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

#### **Police Department**

Vice Chairman Robertson stated that they had a Personnel Action Request which was based on their discussion at their last meeting with regard to the Chief of Police and adjusting his salary from \$72,779.00 to an even \$80,000.00 beginning January 1<sup>st</sup>, 2019.

**Motion:** Selectman McGarry moves to approve the salary adjustment for the Chief

**Second:** Selectwoman McHugh

**Discussion:**

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

#### **Municipal Work Zone Agreement**

Vice Chairman Robertson stated that it is the NHDOT new signage on curves on the highway which will cover Route 107 and Route 43.

“The department will be responsible for management and the highway throughout the duration of construction of the project. This includes the authority to determine the most appropriate way to control traffic within the construction work zone on the project.

The department, as of April 1<sup>st</sup>, 2013, will only compensate for the use of police officers that have successfully completed the DOT approved course on “Safe and Effective Use of Law Enforcement”.

**Motion:** Vice Chairman Robertson moves to authorize the Chair to sign the work agreement for the NHDOT resigning of curves on Routes 107 and 43 within the town boundaries

**Second:** Selectman Shute

**Discussion:**

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

Selectman Shute stated that just to clarify, the department that was in the statement that was read means NHDOT, will take care of all of this and not the town's highway department.

Mr. Harrington stated that the Chief is aware of this agreement as well as the road agent.

Chairman Pitman stated that the other thing under Correspondence is a letter from Ernie Roberts, Parks and Recreation Board member.

"Mr. Pitman, at this time I need to inform you and other Board members, that I am submitting my resignation from my position as a Parks and Recreation Commission member effective January 1, 2019.

I'm changing my focus regarding my service to the town and in light of this, do not feel I can continue in my current role with the current Parks and Recreation Department.

I want to thank the Select Board for your trust and confidence in myself with the extraordinary experience this position has been for me.

I have let it be known to the PR Commission members and Director Lawrence that I intend to continue my involvement with specific Parks and Rec activities on a different level and may be receptive to lending support as needed.

Signed:  
Ernie Roberts, 8 Maple Avenue"

**Motion:** Selectman Shute moves to accept the resignation with regret

**Second:** Vice Chairman Robertson

**Discussion:**

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

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

Mr. Harrington stated that in their packets and as well they should have received an email version, of a letter from Mr. Kelly concerning property, Map 405, Lot 076.

Mr. Harrington stated that he is looking for a decision from the Board for a particular payment plan to address his arrearages and taxes and outlays.

He lays it out in his letter and Mr. Harrington stated that he has included this on tonight's agenda to get a decision from the Board as to how they would like to proceed.

He continued to say that he would like to remind the Board that you did agree to accept a written agreement document for any payment plans last year. One is successfully in place and working properly and at that he stated he would leave it in their hands to discuss and make a decision.

Chairman Pitman asked how is this agreement any different than what the Board agreed on?

Mr. Harrington stated that there never was an agreement with this gentleman. It was presented to him. There were different aspects of the document that he didn't approve of and therefore didn't sign one so he has been paying on his own without a formal agreement.

Selectman Shute stated that he thought that the verbal agreement was \$300.00 a month which is what he refers to.

Mr. Harrington stated that no, it was \$250.00.

Chairman Pitman asked if he was willing to commit to \$300.00 now as asked if that is even covering the interest.

Mr. Harrington stated that the interest per month at the last calculation was \$222.56.

Selectman McGarry asked if there were any projection as to how long it is going to take to pay this off.

Mr. Harrington stated that if the Board wishes, the town clerk/tax collector is here and maybe she could shed some light on that question.

Chairman Pitman read that Letter D, property taxes due to the town will be paid for by either rewriting this debt into a home loan or incorporating it into a purchase and sale agreement. He continued that he didn't know why they would want to bend from an established policy.

Town Clerk/Tax Collector Kelly Roberts came to the microphone.

With the end of the year on us and the new year right around the corner, this is a time right now where we're all looking at their calendars and trying to project what 2019 is going to look like as far as liening and deeding.

She continued that she thought that this is a nice gesture on his part to make good on the property where he owes property taxes. She did state that she thought it was too early at this point to enter into any formal agreement with him.

She stated that she needs to establish her liening and deeding schedule for 2019 and she didn't want the Board to commit to something too soon until they know what the calendar looks like.

Chairman Pitman asked if they should just give him a verbal to keep doing it until further notice and Ms. Kelly agreed that is what she would do.

Chairman Pitman asked other Board members what they thought. Vice Chairman Robertson thought that they could agree to the \$300.00 amount verbally. He thought that they should also see if maybe he could give them a timeline for his project. He means that it's starting in two weeks and he thought that the owner must have a fair idea, he didn't expect it to the day or even the week, but whether he intends to be done by March or July, if she could get that information.

Vice Chairman Robertson stated to Mr. Harrington to get the timeline on his project.

Mr. Harrington stated that other than he has notes there that he would like the Board look over projected revenues for 2019.

Chairman Pitman asked the Board members if they had that in their packets to which they agreed.

Vice Chairman Robertson stated that he would like to note that the 2019 projected on the revenue sheet they have are \$14,698,153.71. He continued that he would also note that projected revenues are nothing more than projected revenues and this will fluctuate over the course of the year and it will be what it will be regardless of what the Board approves as a projection.

Chairman Pitman asked the Board if they thought that this would be okay to show to the budget committee to which Vice Chairman Robertson stated that he would unless other members have questions or concerns.

Chairman Pitman stated that if all goes well, it will be \$10,000.00 down to which would be a great direction to go.

He asked Mr. Harrington if he had anything else.

Mr. Harrington stated that the Board also has a copy of the most current, working MBC budget with a bottom line.

Depending on a review of incumbrance requests tonight, that number may change again, that would be the Board's decision.

Mr. Harrington stated that the fire chief would like some time with the Board to talk about a project.

Chairman Pitman stated that he had that under "Other Business" if that was okay with the fire chief.

Mr. Harrington stated that this was all he had for tonight.

Chief Pitman asked the Board if everyone was okay with what Vice Chairman Robertson was doing with the budget committee?

Selectman Shute stated that looking quickly, the MBC Budget is higher than the Board recommended.

Vice Chairman Robertson stated that they hadn't reduced a couple of lines in there and that may well change depending on encumbrances.

Mr. Harrington stated that the MBC Budget is higher than the one that the Board had presented.

Selectman Shute stated that he just wondered what the changes were with the difference.

Vice Chairman Robertson stated that they were reductions that the Board had made in the budget and he was assuming that the MBC is going to come down to the lower number.

The only comment they've had from differentiation was from a former MBC member, Mr. Verville, who came to a meeting and asked if they would consider putting at least \$100,000.00 additional money into the highway fund for basically, road reconstruction, road repair.

He is one of several citizens that he has talked to that think that the town is getting behind with regard to maintenance of roads and Kevin has proposed that for probably three or four years running as a budget committee member and just showed up at their first meeting to reiterate that.

Mr. Harrington stated that the other item in their packet were the warrant articles.

Chairman Pitman stated that this item was next.

He stated to discuss the first one which isn't finalized yet.

Vice Chairman Robertson stated that the only foreseeable change to it that he would be aware of would be Article 3 and he stated that he has gotten a hard-and-fast figure from Steve Keach as to site design and engineering figures for potential police department development.

The total was slightly over \$28,000.00 but that was soup to nuts for civil engineering, including working with the project managers through the end of the project.

He had given Vice Chairman Robertson a five-tier breakdown of when those charges would kick in.

He stated that he hasn't gotten the architectural estimate back from Kyle yet but when they do get it back, the committee needs to try to meet and will probably try to schedule a meeting for next week so that they could look at those number and determine what they wanted for pre-emptive money to look at it. It's doubtful that they would need to budget the whole \$28,000.00 for the first go-around.

Chairman Pitman stated that the Board meets on the 7<sup>th</sup> so they would have time.

Vice Chairman Robertson agreed and also stated that as long as they leave the warrant article there, the numbers can be adjusted anytime through deliberative session.

Chairman Pitman stated that they then want Article 3 to definitely stand.

Chairman Pitman asked if the Board wanted to take a minute and do their recommendations for others, Article 1 and 2?

Mr. Harrington stated that they didn't have a final number for Article 1 yet and his recommendations is to wait on Articles 1 and 3 but the rest of the articles, the Board could look at and vote on a recommendation.

Vice Chairman Robertson stated that he thought for the most part, the Board has looked at them and they had Chief Fisher come in and go through them, one by one with them and apparently, they didn't take a vote.

Vice Chairman Robertson continued, in the interest of simplicity, he would move Articles 2 through 11.

**Motion:** Vice Chairman Robertson moves to approve Articles 2 through 11 to be recommended by the Board of Selectmen with possible amendments to Article 3

**Second:** Selectman Shute

**Discussion:** It was discussed that Article 3 will need to be amended when information comes in.

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

### **New Business:**

**None brought up by Board members**

### **Old Business:**

Selectman McGarry just wondered if anyone had taken the opportunity to take a look at the fireworks ordinance to which Chairman Pitman stated that he did not.

### **Encumbrances:**

Chairman Pitman stated that the first one is \$5,000.00 for half of the town hall painting. (Government buildings)

The second one is coming out of the town hall for \$6,000.00

The third one is GBW repairs and maintenance – seal and stripe the parking lot and pave the new walkway out behind which will be ripped up and a new one put down - \$17,000.00

Cemeteries – Batcheler gate repair - \$3,300.00

Chairman Pitman asked the Board if they would like to discuss each one.

Selectman McGarry stated that he would like to add to the Planning and Zoning, \$5,000.00 for the Capital Improvement Plan which they have a contract with Southern NH Planning Commission for that.

Chairman Pitman asked the Board's thoughts regarding the parking lot. He stated that he knew that nothing can be done till spring. It seems like an awful lot. Hopefully they don't have to rip up the parking lot where Mark found one break. Chairman Pitman asked the fire chief when the drain could be tested to which he answered possibly Monday and if not either Wednesday or Thursday.

Chairman Pitman stated that it could be before their January 7<sup>th</sup> meeting.

Chief Fisher stated that they would make their next attempt before the Select Board's next meeting.

Vice Chairman Robertson stated that he thought that they would be safe to go ahead and encumber it and assuming that they have to rip up the parking lot, they won't bother spending \$17,000.00 to seal it and paint it until they have it back in order when sealing and painting it would be appropriate.

Chairman Pitman asked Board members if anyone has looked at the back walkway?

Selectman Shute asked which walkway was it? Was it the one at the end to which Chairman Pitman stated yes?

Mr. Harrington stated that it is the walkway that leads from the front parking lot down the back of the building where the kids unload every afternoon. This was also an item that was listed in the joint loss committee recommendations to repair.

Chairman Pitman asked Mr. Harrington if it was a "dig up and redo" or just capping over.

Mr. Harrington stated that he believed that it was digging up, removing and then putting new pavement down.

Chairman Pitman stated if it would cut the grade and was told by Mr. Harrington that this was in the estimate that they got.

Chairman Pitman asked if there were any other discussion on the encumbrances?

Selectman Shute asked what the Batcheler gate repair was.

Mr. Harrington stated that this was a request coming from the Cemetery Trustees. The Batcheler Cemetery gate is broken and that is an estimate with a quote coming from a vendor to repair the gate.

Selectman Shute asked if it were a metal, cast iron gate to which Mr. Harrington stated it was. Vice Chairman Robertson added that it's a metal gate set in stone and that they have to do some metal work and some stone work.

Chairman Pitman stated that for the record, what street is that located to which they stated they would get the information. Select woman McHugh asked if that were the only quote on that repair.

Mr. Harrington stated that it was just to get an idea of how much it would be. Once approved, when the work comes up, they would get three quotes and that the Board could decide which one to use.

Chairman Pitman stated that for now, they had one quote which was the \$3,300.00.

Vice Chairman Robertson stated that he was comfortable that the Cemetery Commission feels this is important to do and is comfortable supporting them.

Chairman Pitman asked Mr. Harrington that since they had such a wintery November, and a snowy spring, are they all set with the road salt and sand? Was any asked for?

Mr. Harrington stated "no". If the encumbrances are approved and with estimated payroll, the balance left in the budget, as you can see, is an estimated \$258,00.00. If they were to get any storms between now and the end of the budget, they had monies within the budget that could be realigned. He reiterated again, that this is just an estimate depending on what accounts payable is as there is still some outstanding bills coming through.

Select woman McHugh stated that she thought that if they had encumbered money, they had to have invoices to do this. They had to have them in place to keep the money in.

Mr. Harrington stated that with checking with the auditors last year when he did encumbrances, they will accept solid quote as well.

Vice Chairman Robertson stated that if you have a quote and a line item, they are generally good.

Mr. Harrington stated that this was also a question that he had last year.

Chairman Pitman asked Mr. Harrington if he was giving them his word that all of this will go out to bid before anything happens.

Mr. Harrington stated by their own purchasing policy, only things over \$10,000.00 need a request for bid. Anything under \$10,000.00 is three written quotes.

Chairman Pitman agreed but take the Town Hall, numbers 5 and 6.

Mr. Harrington stated that this would go out to bid because that estimate was \$11,000.00 so they would do a request for bid for that.

**Motion:** Vice Chairman Robertson moves to approve the recommended 2018 encumbrances in the total amount of \$36,300.00 and note that the individual items with the exception of the addition for Planning Board were read by the Chair

**Second:** Selectman Shute

**Discussion:**

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

Mr. Harrington stated that he had encumbrance forms for the Board to sign, less the Planning Board because I wasn't prepared for that one but I can have that for the Board at the January 7<sup>th</sup> meeting.

Vice Chairman Robertson asked if they could sign it on the 7<sup>th</sup> or did they need to sign it tomorrow or Monday to which Mr. Harrington stated that he was unsure.

Vice Chairman Robertson continued that he was thinking if they were encumbering it during this year and Mr. Harrington added that he could have it prepared and ready for tomorrow and if he could get three signatures.

Chairman Pitman stated tomorrow and Monday and Mr. Harrington stated that this was correct.

**Matt Fisher, Fire Chief**

He started by saying that he had two things that he would like to talk to the Board about this evening.

The first one was alluded to earlier with the project that he would like to do at the firehouse.

He stated that he started looking into adding offices upstairs. He spoke with four contractors. Three were able to provide prices. The other one told him that he wasn't going to have time for the project and didn't provide a price.

The three prices that he obtained were from Rusty Truck Construction, Deerfield. JSF Builders out of Epsom and Charlie Wheeler out of Deerfield as well.

This basically would add three offices and a storage room upstairs at the firehouse as well as replacing the six remaining windows that they have had downstairs for a number of years.

The offices would be for the fire chief, the EMS officers, two fire officers and then a storage closet to try to clean up some things upstairs in the meeting room.

Chairman Pitman asked if this would be in the open area upstairs to which Chief Fisher stated that if you envision walking up the stairs, on the left there's the railing. There'd be a wall straight down to the roadway, if you will, by the windows.

Chairman Pitman asked with these in place, would it still give him a big enough meeting room up there to which Chief Fisher stated yes.

He continued by stating that typically, it's set up three across. Three tables across facing the kitchen. He would reorient the tables towards the library which would still give the room for the three rows of three tables.

Chairman Pitman stated then he wouldn't have to have the oyster stew downstairs to which Chief Fisher stated correct except for the accessibility issue.

Chief Fisher continued that his thought with this after talking with Mr. Harrington yesterday as to whether or not they wanted to encumber the funds or take the funds out of this year's budget. The low price, Rusty Truck Construction, did ask for half of the cost upfront and the other half upon completion. They could write the checks now and hold the checks until completed, however the Board wants to move forward with this.

Chairman Pitman asked when the Chief was talking with Mr. Harrington, it was stated that the department had the funds available in the fire department budget to cover the costs. He also stated that they had been planning on doing this since last spring.

Chairman Pitman stated that there has been talk about office space upstairs for a number of years.

Selectman Shute remarked that the Chief had three quotes to which he replied that he did.

Chief Fisher stated that the first one was \$7,000.00 – Rusty Truck Construction, JSF Builders was just under \$7,700.00 and Charlie Wheeler was \$8,350.00.

Chairman Pitman asked if the floors were down or being done.

Chief Fisher stated that Northern Oak Hardwood Floors came in and basically did the office area so that those floors get done and refinished before they built the walls and the offices on top of them with later hopes of maybe next year or something looking at finishing the rest of the floors.

Until they had a spot to put all the cabinets, tables and everything that we have now, if we take that stuff, put it in the closet and the offices, then at a later date they will be able to finish all the floors without having to find a home for everything that's up there now.

Chairman Pitman asked Chief Fisher if he was looking for a motion for the \$7,000.00 to turn this loose to which the Chief stated that this would be wonderful.



**Motion:** Vice Chairman Robertson moves to approve \$7,000.00 and authorize the fire chief to move forward with the project as outlined.

**Second:** Selectman McGarry

**Discussion:** Selectman McGarry asked if they were going to be open ceiling and Chief Fisher stated yes, the walls will go all the way to the existing ceiling and then sheet rock the ceiling that is there now. They have a few of the checkerboard tiles that are falling down in that area so he would like to get that buttoned up and cleaned up. He also stated that he spoke with another gentleman regarding this project with regards to putting in some heating zones off the existing heating in the attic. That'll be done next year as this project progresses. He did reach out to get a price to have an electrician do the work and that was certainly more than he anticipated so the Chief stated that he will be volunteering his time and doing the electrical work for the rooms as a licensed electrician.

The windows that are downstairs were bought a number of years ago and will be installed as well under this scope of work.

Selectman McGarry stated that with the \$3,500.00 deposit, he could certainly see the contractor's desire to be able to take and purchase materials and so he would get the purchasing of that material coming out of the \$3,500.00 but did they actually have \$3,500.00 worth of materials to be purchased?

He continued, they already have the windows and those are going to be installed so that is not cost.

Chief Fisher stated that looking at quote number 2, there was a breakdown for labor and materials and that individual listed materials right around the \$3,100.00 mark.

Chairman Pitman asked Selectman McGarry if he would feel better if the amount was \$2,500.00?

Selectman McGarry stated that it is not a big contract but typically on a construction contract, if you are paying for materials, it would be materials stored on-site so if the contractor walked, they would still have the materials. Typically, with upfront money, you might ask that from a homeowner because you can't be certain that you're not going to get paid but we are a municipality and we aren't going to pay our bills or we would have major problems. He continued to stated that he has a little bit of a hang up with regard to the \$3,500.00 upfront.

Chief Fisher stated that he could certainly speak with Mr. Johnson about this and come up with a figure that Selectman McGarry will approve.

Selectman Shute stated that it would be helpful to come up with a list of materials as he didn't want to just throw \$2,500.00 out of it if it's not enough to pay for it.

Vice Chairman Robertson stated that Chief Fisher had a \$3,100.00 estimate for materials on the second quote.

Selectman Shute stated that if the Chief could provide the breakdown, that would be good.

Chief Fisher asked if he should provide this list before issuing a check for materials. He continued to state that he would speak with the individual about this and then see how he feels but that the Chief would agree that the town is good for the money so he would think this individual would be comfortable ordering it and getting reimbursed when the materials are delivered.

Chairman Pitman stated that they had a motion for the \$7,000.00 but that they didn't like the payment plan with it. He continued that they didn't have a problem with the \$7,000.00 but with the half down.

Mr. Harrington stated that if he could make a suggestion, perhaps the Chief could talk to the contractor, get a revised agreement with a materials list in it and an updated payment plan for final approval, the Board wants to go along with the approving of the \$7,000.00 this evening.

Selectman Shute had a comment on the width of the doors. It's a pretty small door for moving furniture and stuff in. 2 foot 8 inches.

Chief Fisher stated that they are 32-inch doors but that they could increase them to 36-inch doors if the Board wants. His vision was that there were only going to be a couple of desks and some upright storage cabinets they currently have.

Selectman Shute continued that it wasn't clear about the 32-inch doors but if he wanted to see if the price of a 2'10" door even or something, just a recommendation.

Chairman Pitman asked the Board if they were okay with voting on the \$7,000.00 subject to the payment plan to which they were.

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

Vice Chairman Robertson stated that it was his understanding that Northern Oak basically did the floors for the town at cost to which Chief Fisher replied yes.

Chief Fisher stated that Mr. Lopez gave him the invoice the other day to submit for payment. It was at the \$500.00 mark. That was for the materials to do that section and have provided some standby coverage while he was there.

Vice Chairman Robertson stated that he would like the Board to send him a letter of thanks because he believed he had a guy working with him too and he's using his professional equipment and liability insurance.

Chairman Pitman asked Mr. Harrington to get together with Chief Fisher on that.

Chairman Pitman asked Chief Fisher if he had anything else.

Chief Fisher stated that the last time he was at a meeting, they discussed the possible warrant article for the Tahoe. Mr. Harrington provided some wording for it and he came up with a couple different options. One included an escape clause on the lease and the other one didn't.

The state did provide the contract pricing for the 2019 model year on the Tahoe's. He spoke with the individual through the Nashua Chevy dealer who ended up getting the contract again. GM Financial would provide the municipal lease. Though that municipal lease, they would include all the upfitting but moving forward in regards to the lease costs and how many years the town wanted the lease, he would look for some feedback from the Board as to what they would be interested in getting into so he can get the final numbers from the dealership.

Chairman Pitman asked if the Chief could get another year out of the Tahoe and the Chief stated that they could certainly try but that they might be left without it. He mentioned that he had brought this up to the Board in August or September and that has been the path he was pursuing.

Vice Chairman Robertson stated that he didn't have a problem pursuing a new one. Words, warrant article, you know it's what it is. People can vote for it or not so he is comfortable and he didn't know what his recommendation was on the lease.

Chief Fisher stated that he would look towards a three-year term or four year maybe. Speaking with the individual about the escape clause, as he explained it to him, it would allow the town to get into the lease and then if for some reason the funds weren't appropriated or the funds weren't available, the town could basically wash its hands of its obligation, GM would come take the vehicle, no harm, no foul to anybody. They couldn't just turn around and next year get a Ford if they wanted a Ford instead or something like that.'

Selectman Shute asked if there was a new RSA stating that contracts have to be approved every year so if you have a multi-year contract, it would need to be approved yearly.

Mr. Harrington stated that if all the details are in the contracts, like the warrant articles are done similar to the schoolteachers' contracts, as long as it's spelled out in the warrant, that suffices so that those funds could be in the default budget going forward.

Selectman Shute remarked that you don't have to vote on the funds every year.

Mr. Harrington stated that you have to specify Year 1, Year 2 and the total cost will be in the budget in the default.

Vice Chairman Robertson stated that he thought they should add a warrant article with a three-year lease on a replacement command vehicle for the fire department and he would prefer to see the language with the escape clause.

**Motion:** Vice Chairman Robertson moves add a warrant article with a three-year lease on a replacement command vehicle for the fire department and he would prefer to see the language with the escape clause.

**Second:** Selectman McGarry

**Discussion:** Select woman McHugh asked if they were going to use any of the money from the Capital Improvement that is currently there?

Chief Fisher stated that one of the thoughts that he had was that they might be able to use the Apparatus Capital Reserve Fund for the first year's payment and buy the 2019 or use some money out of it to buy the price down a little bit but however the Board feels, he'll pursue it.

Several board members stated to keep the proposal as reasonable as possible.

Chief Fisher stated that he will think of proposing it with the first year's payment coming out of the Apparatus Reserve Fund and the language would show on the warrant article, that year 1 would be from the fund, year 2 and 3 would be from taxation or what the Board recommends.

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

**Citizen's Comments:**

None heard

**Motion:** Vice Chairman Robertson moves to adjourn at 6:15 p.m.

**Second:** Selectman Shute

**Discussion:**

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

**Next Meeting: Monday, January 7, 2019 at 5:30 pm**

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