

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
January 14, 2019  
MINUTES**

**Call to Order**

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

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

**Absent:** Fred McGarry

**Pledge of Allegiance to the Flag**

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

**Regular Business**

**Review of Outstanding Minutes of January 7, 2019**

**Motion:** Vice Chairman Robertson moves the minutes as written

**Second:** Selectwoman McHugh

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Accounts Payable Manifest – End of 2018 - \$7,348.43**

**Motion:** Vice Chairman Robertson moves the Accounts Payable as presented

**Second:** Selectman Shute

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Accounts Payable Manifest – 2019 - \$99,310.59**

**Motion:** Vice Chairman Robertson moves the Accounts Payable as presented

**Second:** Selectwoman McHugh

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Payroll Manifest - \$68,780.24 (gross), \$54,046.07 (net)**

**Motion:** Vice Chairman Robertson moves the Payroll Manifest as presented

**Second:** Selectwoman McHugh

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

The Board of Selectmen signed the Planning Board contract with the Southern New Hampshire Planning Commission in the amount of \$5,000.00 for the Capital Improvement Plan.

A letter was read by the chairman that will be sent to W. Matthew Lopez, Parade Road, Deerfield

“Dear Matt:

The Board of Selectmen would like to thank you for your time and efforts to refinish the hardwood floor at the Deerfield Fire Department.

Your generosity is greatly appreciated and the results of your hard work will be enjoyed for many years to come.”

**Appointments:**

Chairman read a memo from Kelly Roberts, Town Clerk/Tax collector stated that she thought that the following positions needed to be nominated.

Building Inspector and Deputy Building Inspector  
Welfare Administrator  
2 Emergency Management co-directors  
3 Forestry Commission members  
Animal Control Officer

Chairman Pitman stated that once the Board comes up with names, Ms. Roberts will prepare the oath forms.

Vice Chairman Robertson stated that he was comfortable with the people that are currently occupying those positions and polled the Board for any changes, which there were none.

Personnel Action Request for Kaitlyn Comfrey, Staff Supervisor, pay rate from \$10.44 to \$11.54

**Accounts Payable Manifest – End of 2018 - \$7,348.43**

**Motion:** Vice Chairman Robertson moves the have the Chairman sign the Personnel Action Request

**Second:** Selectman Shute

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Members of the Select Board signed the signature pages of the Warrants at this time.

**Town Administrator's Report:**

Mr. Harrington stated that he had one item for tonight.

He stated that he wanted the Board to know that the work to move the library's water has been done to go through the water softener system at the fire house. He stated that it was talked about several months ago in order to maintain the plumbing at the library.

Chairman Pitman asked if the work had been completed at the highway shed as well.

Mr. Harrington stated that some of the valves that were part of their system had corroded long ago and unable to function so Fred Bassett came in and replaced them as well. It should be more functional at this time.

Chairman Pitman stated that he talked with Mr. Young and Mr. Oehler at the highway shed and since they installed the new roof, they have used only half of the oil they usually use.

**Unfinished Business:**

**Fire/Security monitoring quotes –**

Vice Chairman Robertson stated that before he weighs in on this, he was wondering if Mr. Ellis has a recommendation as to which one of the quotes, he liked the looks of. Or Mr. Ellis and Mr. Harrington like the look of.

Mr. Ellis stated that as the Board knows, they have had some problems with the alarm systems and just this morning when he came in after the weekend, he went to the town hall to check it to make sure the town hall heat is running and everything is okay.

He noticed that the alarm was going off again this morning and yet hadn't been notified. He called Paul Asselin and he said that he would come tomorrow to check it.

He stated that he got a hold of R.B. Lewis to come down and check it because the whole system was malfunctioning and all the red lights were on at the panel. They would not go out.

R.B. Lewis came out and stated that there was definitely an error in the system so he called Central Alarm System and asked if they had anything on their docket as far as any alarm going off at the town hall to which he stated that they did not and therefore nothing was done.

Mr. Ellis stated that he thought that there were some faults with the alarm systems and its been ongoing. He thought it was about time they change and find a better system as there has been two close calls with the water system and the pump house system.

Mr. Ellis stated that he had three different quotes. He has been working with R.B. Lewis. He found them to be responsive. They're very good regarding technology. They are up to date. The money is fairly close. If he had a preference, it would be R.B. Lewis.

Selectman Shute asked if these quotes were just for monitoring to which the Chairman stated yes.

Mr. Ellis added that it was also part of the alarm system.

Selectman Shute stated that if there were faults or other troubles, that would have to be traced out too to which Mr. Ellis agreed.

Selectman Shute added that that isn't part of the quote in front of him.

Mr. Ellis stated no, the system that they have now is Skycomm. If Skycomm doesn't get the contract, he would assume that he would be taking his equipment because the town doesn't own it.

Mr. Harrington stated that if you look on Skycomm's proposal, he has checked that some of the system, part or all of the devices may be removed. He has also told him that personally.

Chairman Pitman stated that he would have to rely on Vice Chairman Robertson to know if he donated any of the equipment to which the Vice Chairman stated that no, and that he didn't remember to the date that the town signed the agreement but he did remember that Skycomm maintained all along that the equipment is his.

Vice Chairman Robertson continued that they have had similar concerns with what Mr. Ellis has identified tonight for more than a little while also.

Select woman McHugh asked what it would cost if they have to replace the equipment and Mr. Ellis stated that they wanted to take over the monitoring system itself and he would assume that it would be the same equipment that it there currently, it would just be their equipment instead of ours.

Selectwoman McHugh stated that the quote didn't include the equipment so she wanted to know what that would cost.

Mr. Harrington stated that what Skycomm would take out has not been shared with the town.

Selectman Shute stated that the quote stated that they may remove or abandon in place on Skycomm's quote.

Chairman Pitman asked what the price was before Skycomm found out what the other prices were?

Mr. Harrington stated that Skycomm's charged the town for 2018, \$4,260.00. That is what the town paid them.

Chairman Pitman stated that when Skycomm found out that someone else had bid on it, he lowered it to which Mr. Harrington stated that none of the quotes had been shared.

Selectwoman McHugh stated that Skycomm charged the town \$4,260.00 to which Chairman Pitman agreed and remarked that it is the same as R.B. Lewis.

Ms. Cady, from the audience, stated that if the Board went back to when Mr. Asselin was a selectman was when they put that system in and vaguely, he was going to donate the equipment but charge the town for monitoring. She continued that the Board would have to go back in the minutes to see if that was clear. It was when the selectmen were up in that room in the hall where the police are. She thought it would be looking at the town reports and then looking at the town records.

Vice Chairman Robertson thought that it would be early 90's, like 1992.

Ms. Cady stated that Vice Chairman Robertson wasn't a selectman at the time to which he stated that he didn't come on until 2000 because Mr. Asselin had come off his term at that time.

Vice Chairman Robertson stated that the time frame would be mid 1990's to around 1999.

Chairman Pitman stated that he had a problem with Mr. Ellis stated. If someone (Mr. Asselin) were in Florida and not dealing with it, and it is known around town that his plans are to be in Florida all winter.

Selectman Shute stated that he thought that the bigger issue is if someone else gets it, what would they have for equipment.

Mr. Ellis stated that they weren't happy with the setup that the town currently has but they would go with it until such time that they thought that they needed to upgrade.

Mr. Ellis continued that a lot of companies are going away with the telephone line and all the town's alarms are on telephone lines and there are problems with those lines.

Vice Chairman Robertson stated that listening to Mr. Ellis, they ought to consider one of the two other options which would be R.B. Lewis or Alarm Systems Plus. If the alarms are in error or we aren't being notified, it's probably time to make the break even if it means that the town will need to shell out some money. There is no sense in going with the current one since it's not working.

Selectwoman McHugh asked if they could get a new quote adding the equipment from the other two to which Chairman Pitman stated that it would be a whole, separate bid.

Chairman Pitman continued that either way, it will need to be monitored, so this is the monitoring costs. He also stated that he thought that R.B. Lewis and Alarm Systems would use the current equipment for now.

Mr. Harrington stated that originally, when they asked for the quote from R.B. Lewis, it was for monitoring only and they said that they would match what the town was currently paying and that is the quote that you are seeing in front of you.

He continued that when they reached out to Alarm Systems Plus, they met with Ray. They toured the buildings. Their original quote upgrading to a cellular system because they said that they prefer to work with that system rather than the system that the town has now.

In order to be fair, with regard to quotes, Mr. Harrington contacted them again and asked them to please submit a quote just for the monitoring alone, knowing that they had recommended upgrading anyway.

Mr. Harrington also stated that he reached out to Paul Asselin at Skycomm to be fair, to submit a quote looking for new vendor and that is the quote that you are seeing in front of you.

All three of the quotes in front of them were just for monitoring.

Chairman Pitman stated that before he sent his, they were within \$60.00 of each other to which Mr. Harrington agreed.

Selectwoman McHugh stated that there were three more places that were to be monitored than were on the other two quotes to which Selectman Shute stated that the school was on there also.

Chairman Pitman asked if that currently exists and Mr. Harrington stated that Skycomm currently does the school.

Mr. Ellis stated that the last two times that the alarm didn't notify anyone were close calls at the town hall.

Chairman Pitman stated that something like that could way exceed the \$600.00 difference.

Mr. Ellis stated that the problem the first time was the fire pump was continually running and if the fire pump overheats, it would be quite expensive to replace and he didn't know if it happened on a Saturday or a Sunday as he found it on Monday morning. He stated that he checks the town hall every Monday morning to make sure the furnace is running and everything is okay and that is what he has been finding which are the alarms.

Vice Chairman Robertson stated that he was comfortable with either of these places but if Mr. Ellis has been using R.B. Lewis to fill in when they have had problems with the other and Mr. Ellis is comfortable with them, he thought that he would make a motion.

**Motion:** Vice Chairman Robertson moves to consider using R.B. Lewis as the town's fire control monitoring/building management monitoring system for 2019 at a quoted price of \$4,260.00

**Second:** Selectwoman McHugh

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman Pitman stated that while he had Mr. Ellis there and not to catch him off-guard, is there anything done yet with the locks at the town hall?

Mr. Ellis stated that he was waiting to have everyone notified before they change the locks.

Mr. Harrington stated that all people have been notified. What he wanted to do was have someone from the Historical Society who has their presence still there, to talk to them personally and some of the other regular users he wanted to talk to and contact them so that they would know up front.

Mr. Ellis stated that the lock person is aware of it and he only needs to make a telephone call once everyone is contacts.

**Rainbow Bridge Composting Proposal:**

Vice Chairman Robertson stated that he read it today but that he thought that he would like to bring it up again on the 28<sup>th</sup> in order to take a look at it regarding boundaries and how close it is.

Selectwoman McHugh stated that she thought that the new map didn't look like the map that they had first proposed.

Vice Chairman Robertson stated that he agreed and thought that it was out behind the transfer station and this is very much by the power line and the road.

Mr. Harrington stated that he thought the location was different from the original proposal when they came to the Board. It was behind the landfill. This seems to be right on Brown Road.

Chairman Pitman stated that they would bring it up again on the 28<sup>th</sup>.

#### **Unfinished/New Business:**

Vice Chairman Robertson stated that he would mention that Kate Hartnett contacted him today and also sent him an email and asked if the selectmen, Planning Board, or Conservation Commission could mention the outcome of the Northern Pass case in whatever reports they put into the town report so it was mentioned as she thought that was a significant event that happened in 2018.

Given the amount of energy and community noise that went into it, he would tend to agree that there should be some mention of it.

Selectman Shute stated that he would like to remind everyone that Winter Carnival is this Sunday with a snow/rain date of Monday which they might have to use from the sounds of the weather. There will be a lot of activities going on at the town hall and gazebo.

Vice Chairman Robertson asked if there was going to be a fire and Selectman Shute stated yes and bring your Christmas trees.

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

##### **Ms. Cady – Old Centre Road**

Given the age of the alarm system, she as a citizen, would feel more comfortable with putting out bids for companies to put in a newer, more modern, alarm system. They would never be able to replace that town hall if something happens. Being penny wise and pound foolish, she thought that this was a place that they needed to spend money.

**Motion:** Vice Chairman Robertson moves to adjourn at 5:57 p.m.

**Second:** Selectman Shute

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Next Meeting: Monday, January 28<sup>th</sup>, 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*