

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
February 4, 2019
MINUTES**

Call to Order

5:30 pm – Vice Chairman Robertson called the meeting to order

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

Absent: Richard Pitman, Chairman

Pledge of Allegiance to the Flag

Vice Chairman Robertson asks all to rise and pledge allegiance to the Flag

Vice Chairman Robertson stated that at the onset of the meeting, Chairman Pitman is not with them this evening and he would take his position as he is the vice chair and to be patient with him as it has been quite a while since he chaired a meeting.

Regular Business:

Review of Outstanding Minutes of January 28, 2019

Motion: Selectman McGarry moves to accept the minutes as presented

Second: Selectwoman McHugh

Discussion: Mr. Harrington stated that the chairman did notice that the amount of the warrant article for the COLA raises was incorrect and would find the correct number.

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

Accounts Payable - \$1,089,920.06 – (\$1,000,000.00 was for the school)

Motion: Selectman McGarry moves to approve the accounts payable

Second: Selectman Shute

Discussion:

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

Payroll Manifest - \$7,464.96, gross - \$5,870.53 net – Officer Dan Deyermond final pay which includes vacation and personal time that he was entitled to.

Motion: Selectman McGarry moves to approve the payroll manifest

Second: Selectman Shute

Discussion:

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

Payroll Manifest - \$1,012.04 gross - \$842.20 net – payments to Denise Greig and Judith Marshall

Motion: Selectman Shute moves to approve the payroll manifest

Second: Selectman McGarry

Discussion:

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

Selectman Shute stated that as a follow up, he didn't realize that Officer Dan was no longer with the town.

Acting Chairman Robertson stated that he believed that Thursday was his last shift. He knew that he had some discussion with the police chief and initially he was going to give a two week notice but he is taking a position with the state and actually speeded up the notice in order to take the position when they wanted him to in Concord.

Acting Chairman Robertson stated that he had a list of candidates that have been brought forward to serve as deputy forest fire wardens for the Town of Deerfield. He stated that he would read the totality of names and would entertain a motion and a second and then they could discuss if they needed to.

He thought that the names were familiar to all of them as they were forest fire wardens previously for the most part.

Dianne Kimball
John Dubiansky
Matthew Kimball
Jeffrey Smith
Alex Cote
Richard Butler

Motion: Selectman McGarry moves to approve the nominations

Second: Selectwoman McHugh

Discussion: Acting Chairman Robertson stated that they have been signed off by the acting forest fire warden

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

Acting Chairman Robertson stated that they had three applications for property tax exemptions. All three are for veteran's credits of \$500.00.

Adam Hanson – 48 Old Centre Road

Motion: Selectman McGarry moves to approve the veteran's credit tax exemption of \$500.00 for Adam Hanson

Second: Selectman Shute

Discussion:

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

Emily Hanson – 48 Old Centre Road

Motion: Selectman McGarry moves to approve the veteran's credit tax exemption of \$500.00 for Emily Hanson

Second: Selectwoman McHugh

Discussion:

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

Paul Cortwright – 210 South Road

Motion: Selectman Shute moves to approve the veteran's credit tax exemption of \$500.00 for Paul Cortwright

Second: Selectman McGarry

Discussion:

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

Acting Chairman Robertson stated that the last item in the signature file was the agreement with Cartographic Associates, Inc. (CAI), for maintenance of the online Deerfield records for the upcoming year, that year running from April 1st, 2019 to March 31, 2020. It is a contract for \$3,300.00 to update and maintain the records.

There is an additional \$15.00 charge if they wanted the footprints of the buildings included which they have done in the past for new pick-ups.

Acting Chairman Robertson stated that they needed a motion to sign this to move forward with it.

Motion: Selectman McGarry moves to approve signing the agreement with CAI

Second: Selectman Shute

Discussion: Acting Chairman Robertson stated that he thought that a number of people use this in town regularly and is certainly a benefit for municipal boards and that sort of thing to be able to look at boundaries online.

Selectman McGarry added that it was helpful to have the buildings on there also.

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

Acting Chairman Robertson stated that they would move onto correspondence and the primary item they had was a letter of regional impact from the Town of Gilmanton regarding a cell phone tower that is being constructed in the area of 53 Sebill Road in Gilmanton and Deerfield is invited to the planning board approval if they so desired. The date and time are Thursday, February 14th Valentine's Day, at the academy building in downtown Gilmanton.

In addition, and Acting Chairman Robertson stated that he was going to pull it out of there, as it is correspondence and some in the audience may want to speak to this.

They received a letter from Skycomm Security addressing some concerns he had and the acting chairman stated that Mr. Asselin was in the audience and he didn't know if Mr. Asselin wanted to address this with the Board.

Mr. Asselin stated that he wanted the Board to address it for sure.

Acting Chairman Robertson stated, okay, and did Mr. Asselin have any particular action that he wanted taken?

Mr. Asselin stated that he wanted to have the Board to revisit that awarding since he was the low bidder, plus he has been with the town with the alarm system for sixteen years plus.

Acting Chairman Robertson stated that what he would probably do is read the letter for the record so that they have it. He didn't know how the rest of the Board feels but he would like to wait until they have a complete Board to decide if they want to revisit the issue.

Acting Chairman Robertson read into the record, the letter from Skycomm Security, 2 Blue Heron Lane, addressed to the Board of Selectmen regarding the January 14th minutes as follows:

"This is to inform you of the incorrect information that you received from Mr. Ellis.

Mr. Ellis called me to report that the trouble alarm is going off at the town hall and it had not reported to the central office. He told him that he would look into the problem the next day as he had a radio unit on the main fire alarm that would activate if there were an actual fire alarm was activated.

Upon visiting the site, he found that the town hall telephone line was not functional, which Mr. Ellis reported to the town manager.

The town hall is not unprotected since the radio system that he installed at no charge was working.

The town hall pump system was not hooked up to the main fire trouble alarm which you recently paid R.B. Lewis to accomplish as they had taken over the account from Simplex.

Mr. Ellis is not an expert on alarm systems. He failed to relay the numerous calls I had done to the town sites without billing the town.

In reference to the town hall pump system, this pump system should not activate unless the town hall sprinkler system has been triggered or there is a fault in pumphouse equipment which is presently being maintained by R.B. Lewis.

In the last paragraph on Page 2, Mr. Ellis depicts that he clearly favors R.B. Lewis solely based on the town hall fire troubles, mainly caused by pumphouse equipment.

The town manager asked me for a proposal and I gave a quote of \$3,600.00 for monitoring since I am normally in town and can respond to problems.

If I am not in the area, I have another tech that fills in for me and it should be noted that the cost for replacement of the equipment would exceed \$5,000.00 if I were to remove my equipment not including the termination fee as per our agreement which would exceed \$1,800.00.

I believe the Board should revisit their actions on the monitoring agreement due to the false statements and financial burden to us property tax payers.

I have been providing alarm monitoring services for the town of Deerfield buildings for more than sixteen years and no losses have occurred.

I have currently upgraded the radio transmitters in five town buildings.”

Acting Chairman Robertson stated that at this point, as stated, they can reconsider, but he would recommend that they should do it when they have a full board and they have had a chance to investigate a little bit of the content of the letter as well.

That said, he would also, because he gave Mr. Asselin a chance to respond to this, he would certainly give Mr. Ellis a chance to respond now if he wants to or if he wants to come back to the Board at a later time and talk with them.

Mr. Ellis stated that the only thing that he wanted to bring to the Board’s attention is that those are his words, not my words. Those are statements that he has wrote that Mr. Ellis did not say. Some of that, that Mr. Asselin put down there is the question of when Mr. Ellis called and Mr. Asselin was in Florida. He was heading back in the next day or so and would check it out.

Since then, Mr. Ellis found out that they were hauling salt in and out of the highway garage out back and apparently, they had taken down the telephone wires. Somebody had curled the wires up against the telephone pole, he didn’t see the wires so they had the phone company come in and check it.

The phone company came in, check it, hooked the wires up and said that it was incorrectly hooked up. Mr. Ellis stated that he said he didn’t know and as Mr. Asselin has already stated that Mr. Ellis was not an expert in alarm systems nor does he claim to be and stated that he would have to look into it.

Mr. Asselin went down the next day and checked it. Mr. Ellis stated he told him that the phone lines were down and that they were going to put them back up.

Mr. Ellis stated that as far as Mr. Asselin’s tech, he has never seen another tech other than Paul. He never got a call from anybody else. Paul is the only one that has answered any calls. He does answer Mr. Ellis’ calls whether he is in town or not.

Mr. Ellis stated that he didn’t think Mr. Asselin was doing a bad job but he knows that a lot of the equipment that the town has, hasn’t been working 100%. Mr. Asselin stated that it was but right now Bicentennial Field alarm went off three times in one day and never got a call and as far as he knows, it’s still that way.

Mr. Ellis stated that he wasn’t going to sit there and badmouth Paul. He thought that Paul tries to do a great job but he just doesn’t believe everything that was said on that paper were my statements. Those were in his words.

Acting Chairman Robertson stated that he appreciated Mr. Ellis’ comments. The Board has Paul’s written comments and Mr. Ellis has had a chance to respond and so the Board will take it under advisement. They aren’t going to make a decision this evening unless the three remaining select board people want to overrule the chairman.

Selectman McGarry stated that he wasn’t there for that vote so he couldn’t call for a reconsideration on the vote because he wasn’t in the majority.

Acting Chairman Robertson stated that they should hold off until they are a full board and then they can decide whether they want to revisit or not.

Mr. Asselin stated that as far as the comments that Mr. Ellis is talking about, Mr. Asselin stated that he took them out of the minutes of the 14th. That is where he took his comments from so that is why he responded to those comments.

Other than that, Mr. Asselin didn’t understand why this board didn’t take the lowest bidder as well as the cost of the equipment that would need to be replaced which would cost the town tax payers money.

Mr. Asselin stated that therefore, he would like to be at the meeting when the Board decides what is going on so that he could decide on further action.

Acting Chairman Robertson stated that they would certainly take that under advisement and let Mr. Asselin know when it is going to be on the agenda.

Town Administrator's Report:

Mr. Harrington stated that he was coming to the Board with two items that the Board wanted answers.

One was concerning the Avatar mailing a letter that the Board recently looked at last meeting. He contacted Avatar and they gave him an approximate cost of \$600.00 for mailing costs based on what they do in a year.

He checked with Mark Young regarding the theft and damage of the private road signs and he informed him that that already have anti-thief hardware on them so what is happening is that either they are taking the entire post out or sawing it off somehow to take them.

In Mr. Young's estimation, there is not much more he can do to secure the signs to the posts.

Fireworks Ordinance:

Selectman McGarry stated that he put something together based on Chesterfield's ordinance and passed out to the Board members. He also included copies of the pertinent statutes that are referenced in that Chesterfield ordinance.

One of the interesting items is that the ordinance can either be adopted by town meeting or can be adopted by the Board of Selectmen following a public hearing.

He thought that if it were an ordinance presented at town meeting, it can't be adjusted. You either vote for it or vote against it. You can't turn around and adjust it based on some point that was brought up at the town meeting itself.

He thought that going the selectmen's route would be preferable and following at least one public hearing to discuss it. That would be his recommendation.

Acting Chairman Robertson stated that he thought that this was a solid recommendation and would give them the opportunity to involve the fire chief and the police chief at the public hearing for their input.

He didn't know if the Board had thoughts regarding a timeline but maybe if this was something that was adopted in late spring prior to three-day holiday weekends and the Fourth of July, that sort of thing.

Selectman McGarry stated that the ordinance itself, specifically allows fireworks July 3rd, 4th and 5th and also New Year's Eve and he didn't know if it were New Year's Day or not. Those are the exemptions to the ordinance. Other than that, it would require a permit to be issued by the town for the fireworks.

The question is whether the permit is issued through the town administrator, the fire chief or a combination of the two. That would be up to the Board and what they got from the public hearings.

He continued that they could have a situation in the early July where there might be a high forest fire danger and there should be something in there in fact, if that should occur, it could eliminate those days except by permit.

Acting Chairman Robertson stated that he agreed and he thought that they would likely have a specific timeframe for noticing a public hearing and he asked Mr. Harrington to look into that so that they could get going sooner rather than later.

Although he thought that people might like to vote on it by ballot, leaving the Board of Selectmen with the ability to adjust it as necessary, he thought actually gives those who love fireworks and still gives those who are against fireworks, a little, fairer shake and reasonable treatment.

Selectman Shute asked if the fire chief had looked at the ordinance and Acting Chairman Robertson stated that he didn't think so. Mr. Harrington stated that he would forward it to the fire chief.

Acting Chairman Robertson stated that if they could get copies to both the fire chief and the police chief, who would most likely have their personnel responding.

Updated Town Hall Rental Agreement:

Acting Chairman Robertson stated that everyone had one in their packets but didn't know if it encompassed all the changes from the last meeting. Prior to, both Selectman Shute and Selectman McGarry had recommendations.

He continued that his recollection, not limiting the cost of cleaning and damages to \$50.00 but making that the standardized fee and that looks to have been incorporated at the bottom of Page 1.

Selectman Shute stated that he thought that there was something about pets and animals being restricted.

Mr. Harrington stated that he looked at that and that was actually a document that went with another situation at the town hall which is why you don't see it in this document.

Acting Chairman Robertson stated that if the new agreement is agreeable, he would entertain a motion to accept it.

Selectman Shute stated that there is a line in there for eligible, non-profits, rental is \$75.00. Does that mean that they can waive, not waive, what is the intent?

Mr. Harrington stated that the Board always has the option to waive. He highlighted that section in case the Board wanted to adjust the price in anyway.

Acting Chairman Robertson stated that they have typically waived for anyone that comes close to qualifying as a non-profit.

Selectman McGarry stated that for security personnel, there is a line and asked if that was intentional to which Mr. Harrington stated that it was. That would be filled in?

Mr. Harrington stated that if it were deemed necessary to have it, that is why that was put there.

Motion: Selectman McGarry moves to approve the revised town hall rental agreement

Second: Selectman Shute

Discussion:

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

Acting Chairman Robertson stated that the folks from Rainbow Bridge would not be joining them to discuss the composting lease agreement off of Brown Road. He thought everyone was aware. Mr. Harrington provided some additional information that Ms. Greig was able to find on the Cornell Waste Management site and if he recollects, at least one of the parties of the three from Rainbow Bridge has a certification from the University of Maine in composting management.

New Business:

None

Other Business:

None

Acting Chairman Robertson stated that before Citizen's Comments, he would like to give Ms. Cady a chance to present information that she has regarding a safety services complex.

Ms. Cady gave the Board a copy of the plans from 2016 for the Farmington Safety Complex. It seems to have everything that we started out with.

She can't leave it with the Board but they could look through it tonight and she will take it because Farmington asked her not to leave them because of 911 concerns.

The price was \$2.34 million to which Selectwoman McHugh asked if it were two years ago to which Ms. Cady stated that the plans were done two years ago but they didn't get into it until last year according to Farmington.

Her point was that she thought that the cost was very reasonable compared to what she has been hearing about safety complexes.

Acting Chairman Robertson stated that he appreciated the presentation and did make note of the construction firm. This was a design-built contract according to information that Ms. Cady gave him before the meeting started which was Groen Construction out of Exeter so he will certainly bring it to the attention of the police department building committee and maybe take a visit.

Ms. Cady stated that she will have the plans should the police department building committee want to see them.

Fire Chief Matt Fisher

A couple of things that he wanted to follow up with the board this evening.

One is regarding the offices at the fire station. Before the end of the year, the Board had agreed to go with the price from Rusty Truck Construction. He did bring the concerns that the board had that night, which if he remembers correctly, one of which was the three-foot doors and more information regarding the 50 percent deposit.

While he was away on vacation, Rusty Truck Construction was able to drop off a new estimate that does reflect the three-foot doors.

After the conversation that the chief and Rusty Truck Construction had, it seems like they are still sticking with the 50 percent deposit with a slight increase from \$7,000.00 to \$7,200.00 with a \$3,600.00 deposit due at the beginning of the project. He did include a materials list which I gave to the Board to view along with a conversation internally, a rough estimate of materials that Mr. Ellis was able to generate.

Acting Chairman Robertson stated that the Board could look at it and address it probably at their next meeting.

He continued that he, himself is not concerned with regards to the deposit. The contractor lives within a half a mile of the fire department.

Chief Fisher stated that if the Board was good with the updated price, he would be happy to forward with it but if they wanted to review it until next meeting, it's up to the Board.

Selectman Shute stated that he would like to review it and then look at it at the next meeting and then vote on it.

Acting Chairman Robertson asked if this was the Board's general feeling to wait until the next meeting to vote on it to which Selectman Shute stated that he would and therefore they would hold onto it for the next week or two.

Chief Fisher stated that lastly, for the last few months, Mr. Ellis has been helping him find prices and contractors to come in to look at the rear roof of the fire station that is above the old rescue bay and the generator room. They have been pretty unsuccessful so far. He touched on it again today and hopefully can make contact with one or two people that will actually come out and look at it and give them a price to redo the roof, deal with the mold and start the project.

The chief's question to the Board is would this fall under using funds from the expendable trust fund for buildings and maintenance?

Acting Chairman Robertson stated that it could definitely fall under that category. He thought that it would depend on how much funding that would be needed and how much funding that they had.

Selectwoman McHugh asked how big the roof was to which Mr. Ellis answered that it was 16' x 32'.

It was asked what type of roof it was and it was answered that it was a metal roof.

Chief Fisher stated that when the fire escape was rebuilt on the back of the building, there was at least one or two new pieces of metal roof that were put on refit and therefore that would not have to be reconstructed. He continued that he would like to get this going so that they could use at least one of the rooms better.

Acting Chairman Robertson asked if there was any other business to become before the Board.

Selectman McGarry stated that he would like to comment that the plans for Farmington contain a decent looking building. At looking at the plans, Selectman Shute and himself were just commenting that you could easily take and construct that one half without all the bays for fire equipment at this point and at some other time in the future, add on and put the rest of the building together. It is something that they could further look into.

Citizen's Comments:

Ms. Cady – Old Centre Road

She stated that she knew what Selectman McGarry was saying but she really thought that they needed to talk with the construction company and see, and she understood what they were doing, but would it cost them less to build one part and then the other or will it go up in cost because they have to come back with all their crew and set up again.

The design builder's son is the architect that did the design.

She also understanding that the volunteer fire fighter at New Hampton has said they would give the plans that his company drew up for their safety complex which is quite a savings.

Selectman McGarry stated, to comment on what Ms. Cady said, it is definitely cheaper to have it all done at one time but having to go to the taxpayers to bond a \$2.5 million project verses a \$1.5 or \$1.75 million project.

Ms. Cady also had a question regarding the Gilmanton public input. She wanted to know if they were noticed because they were within so many miles to which Acting Chairman Robertson stated that they are within a certain scope. Strangely enough, they have got invitations from Londonderry, Gilmanton, places relatively far from Deerfield.

Selectman McGarry added that they noticed other towns for the tower at the Candia line.

Mr. Asselin – Blue Heron Lane

In reference to the Bicentennial Field which was brought to his attention by Mr. Ellis, no one had told him about a problem. When there is a problem, some one should address him so that he can go fix it. He is not a mind reader.

The other thing is that it is up to the town to test these systems every week, if they want. That is in the agreement. It is up to them to test it. It is not up to him to go to these buildings every week and test them. If the town wanted them to do that, obviously there is a charge for it but it is not what they do.

What they do is hook up the systems and they work.

That is an unheated building. In the wintertime, if it gets -2 degrees, there probably will be a problem. The only way that it can be rectified, is to put a key station and originally it wasn't done that way and they just followed up on that. The panel itself has a heater in it.

Unless they tell them that there is a problem, there is no way that they know.

Motion: Selectman McGarry moves to adjourn

Second: Selectwoman McHugh

Discussion:

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

Next Meeting: Monday, February 18, 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*