



TOWN OF DEERING

Board of Selectmen

762 Deering Center Road
Deering, NH 03244

Meeting Minutes December 20, 2017

Selectmen present: Sharon Fife, Aaron Gill. - Allen Belouin absent.

The meeting was called to order at 1900.

MEETING MINUTES:

Meeting Minutes – December 6th.

Mr. Fife made the motion to approve the meeting minutes of December 6th. Mr. Gill seconded the motion. The vote was unanimous and so moved.

New Business

Police Department

Police Chief Pushee briefed the Board about the department's activities for the previous month (see attached report). Mr. Pushee noted that recent burglaries have been solved. Mr. Gill spoke to the Board's decision to include a part-time administrative assistant (6-hours per week) for the police department to the Town Warrant. Mr. Gill recently came across an article that described the difficulty of retaining Police Chief's in smaller towns. Given that the police department has asked for this position for many years but the Board and the BAC (budget advisory committee) concluded that there is a need and that the department will benefit because officers will be on the road more, and the public will have access to regular PD office hours during the week.

Town Common Committee Report

Mr. Gill provided a presentation (see attached) put together by the Town Common Committee established by the Board of Selectmen after the 2016 Town Meeting approval of the Town Center Improvement Expendable Trust Fund listed below.

Article 13: Town Center Improvement Expendable Trust Fund

To see if the Town will vote to establish an expendable trust fund under the provisions of RSA 31:19-a, to be known as the Town Center Improvement Expendable Trust Fund for the purpose of providing funds for the planning and development of a long range community use plan for the two parcels commonly referred to as the Town Common and Hotel Lot and to raise and appropriate the sum of SIX THOUSAND DOLLARS (\$6,000) to be placed into this fund and to be funded from the fund balance as of December 31, 2015, and to name the Board of Selectmen as agents to expend. This appropriation shall not raise any new taxes and have no effect on the tax rate.

The committee members are listed below;

Bob Compton- Chair
Aaron Gill- Selectman's Rep.
Bryan Terry- Deering Community Church Rep.
Tom Cummings- Year-round resident
Ray Petty-Part time resident
Ralph Lachance- Year-round resident

The committee worked on a vision statement that sought to;

- Incorporate a multi-use design that includes as many persons in the community as possible.
- Integrate existing natural features and resources to the extent possible in all designs and improvements.
- Recognize and develop continuity between all town owned parcels and historic buildings in the Town Center.
- Acknowledge and celebrate the value of all existing historical landmarks and structures.”

The committee agreed that a rectangular structure is best suited to the site, that electricity is useful for diverse activities, and a potable water source is also necessary. The total estimated cost if labor is donated is \$15,100. There are many skilled craftsmen in Deering willing to donate their time and energies on behalf of their community.

The committee also envisions that the Board will appoint a standing committee to oversee use of the town common. Ms. Fife acknowledged the amount of effort the volunteer on the Town Common Committee put into the whole project so far.

Town Hall LED Lighting Proposal

The Board reviewed a proposal to install LED lighting fixtures in the Town Office building and determined that the cost of \$12,240 less the estimated Eversource rebate of \$3,030 still required the project to go out for bid. The TA agreed to put together an RFP for the project.

Project Encumbrance – Hwy Truck Purchase / FD Command Vehicle

The TA explained that the purchase of highway truck (\$110,995) was complete, but the installation of the truck body and snow plows will not be complete until late January, therefore, it was necessary to encumber the remaining funding of \$80,339 appropriated at last town meeting to complete the purchase in January 2018. The TA also reported that the police cruiser conversion to a fire department command vehicle remained incomplete necessitating an encumbrance of the entire warrant article amount of \$8,500. Mr. Gill made the motion to encumber \$80,339 in the Highway Capital Reserve Fund approved at the 2017 Town Meeting in Warrant Article 8 for the purpose of paying the remaining costs for the truck body and snow plows in January 2018, and to also encumber \$8,500 appropriated at the 2017 Town Meeting in Warrant Article 10 from the unassigned fund balance for the purpose of converting a retired police cruiser to a FD Command Vehicle in 2018. Ms. Fife seconded the motion. The vote was unanimous and so moved.

TO BE REVIEWED AND/OR SIGNED:

- Employee Payroll	<u>December 13th</u>
	\$14,088.46
- Employee Payroll	<u>December 20th</u>
	\$16,018.59
- Fire Department Payroll	<u>December 20th</u>
	\$3,138.71
- AP Manifest	\$100,810.71
- Property Tax Refund 228-069	\$3,657
- Land Use Change Tax 226-006	- \$0
- Yield Tax 241-015/016-000	\$171.36

There being no further business to come before the Board Mr. Gill made the motion to adjourn. Ms. Fife seconded the motion. The vote was unanimous and so moved. The meeting adjourned at 2112.

Respectfully Submitted,

\s\ Russell McAllister
Town Administrator

MONTHLY REPORT**NOVEMBER 2017****NEWS:**

1. 2017 Cruiser is completely done and on the road. The invoices have been submitted.
2. Officer I.B. Coppin Elf returned on December 4, 2017 from his 11 month vacation. He will be helping out through the end of the Holidays.
3. Cadet Advisor James Hargreaves was awarded the Silver E Award by the Daniel Webster Council of the BSA for his outstanding service as a Volunteer Advisor to our Hillcat Police Explorers from Post 612. Advisor Hargreaves is a former Deering PD part-time Officer who resigned in 2012, but stayed on as a volunteer to help with the Cadets ever since, and he is an invaluable member of our Police Department.
4. Cadet Captain Tyler D. was one of three Explorer Scouts in NH that was awarded the "Explorer of the Year" award by the Daniel Webster Council of the BSA. Tyler is a Senior at HDHS, and has been a member of the Hillcat Police Cadets for four years. In that time he has given well over 275 hours of Community Service time to help the Department and the Cadet Post serve Deering and our surrounding communities.

TRAINING:

1. Most members of the Department went through an online training module addressing changes in the Marijuana Laws and how these change the way the NH State Forensic Laboratory wants Drug Crime Evidence recorded and submitted for Laboratory Analysis and Certification.
2. Capt. Tom Cavanaugh and Officer Steve Bell attended a training session at the NH Police Academy focused on Investigating Non-Fatal Strangulation crimes. This ended up being a timely training class, because in the past year, the Department has investigated two cases that involved attempted strangulations. (Felony 2nd Degree Assaults).
3. Chief James Pushee attended a training session at the NH Police Academy focused on Advanced Stress Management for Law Enforcement Supervisors.

GRANTS:

1. 2018 STEP Grant Program : We have begun working these grants, but since our approved amount was cut so significantly, we will be using these sparingly through the next few months, where the winter roads usually help us with some of the speeding issues in town.
2. 2018 DUI Grant Program: We are schedule to work some of these grants through the Statewide Drive Sober Enforcement weeks around the Christmas/New Years holiday periods. Due to cuts in the approved grant amounts, we will be using these cautiously through the winter months.
3. 2018 Distracted Driving Program: We not started using these yet, but will begin scheduling these patrols more in the spring time when traffic picks up.
4. 2018 Highway Safety Equipment Grant: I heard informally that this grant was going to be approved, BUT I still have not seen any actual approval paperwork come through on it yet.

JUVENILE ACTIVITY:

1. No new JV Cases in November 2017

ACTIVITY REPORT:

Calls For Service Logged:	291	(this does not include many vacant home checks which are now counted separately in the new system)	
DPD Call Outs	4	(MV assists, welfare checks, suspicious activities etc).	
NHSP Call Outs	0	(xx)	
MV Enforcement:	75	(74 warnings, 1 summons)	
MV Accidents:	2	(BOTH were Speed for Conditions during first snow event)	
ARRESTS Total:	2		
	Charges:	Burglary	1 (same defendant is primary suspect in 2 other Deering burglaries)
		Issuing Bad Chcks	1 (victim is Town – Town Clerk Office)
Other	8	Issued Court Citations to 8 persons who failed to answer Town Ordinance Citations for Parking Violations from the Beach Area this summer.	
NEW PENDING/ OPEN CASES:	4		
	Charges:	Tattooing of a Minor	1 (warrants issued for the tattooer, he is in Mass and reluctant to come to NH)
		Burglaries	6 (3 last fall, 3 in May 2017)

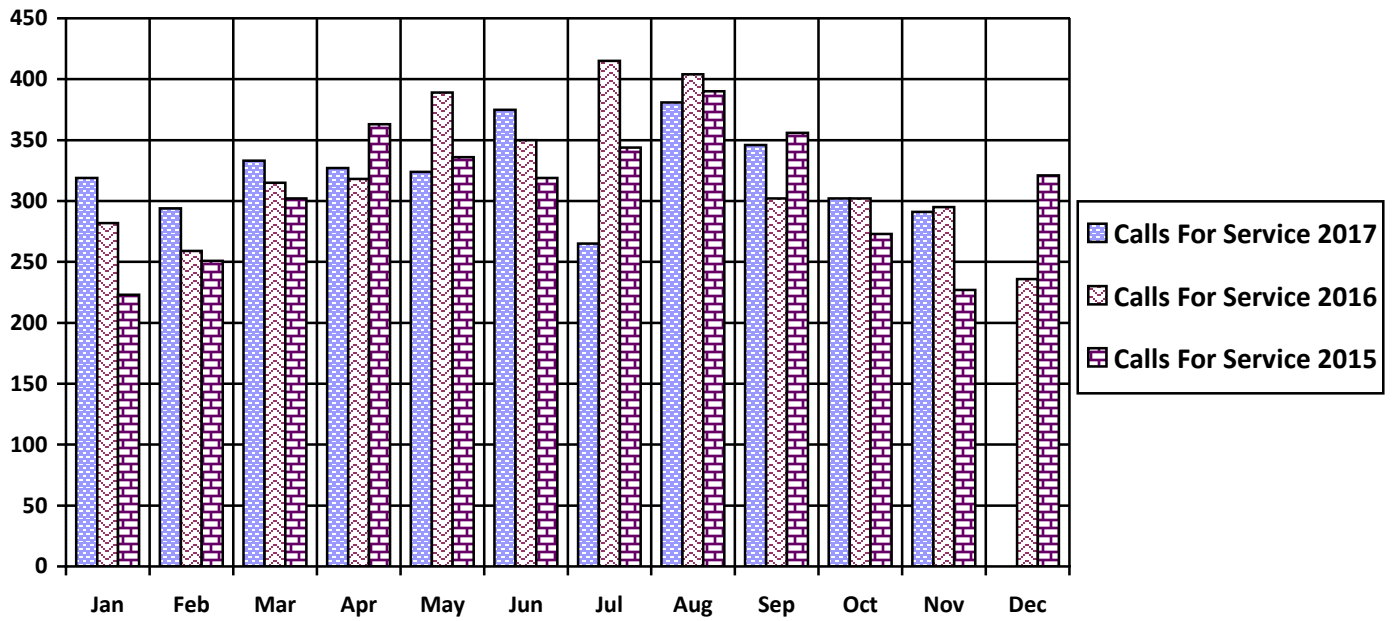
MILEAGE TOTAL:

3,812 miles from 1Nov2017 through 31Nov2017

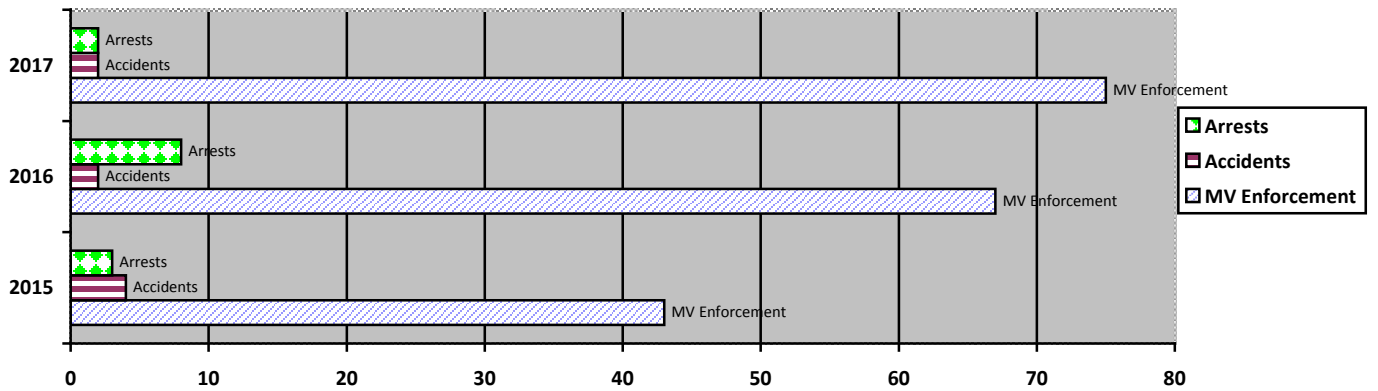
2014 Intrcpt Util: 56,300?? (2,285?? miles in period)

2017 IntrcptUtil: 2012 (1,537 miles in period)

Call For Service Stats- Monthly



Monthly Stats- NOVEMBER



RADAR TRAFFIC SURVEYS**NOVEMBER 2017****OFFICER TRAFFIC SURVEYS**

Totals	Rte 149 (6**	2 nd NH Tpk(3	OldCounty (4	Clement (2	EstDrng (5
Total Cars					
Under Limit	97	7	20	4	5
+1 – 5 over	146	55	39	19	21
+6 – 10 over	29	28	13	8	30
+11 – 15 over	1	3	1	0	1
+16 – 20 over	0	1	0	0	0
+ 21 over	0	0	0	0	0
Stopped	1	3	1	0	1

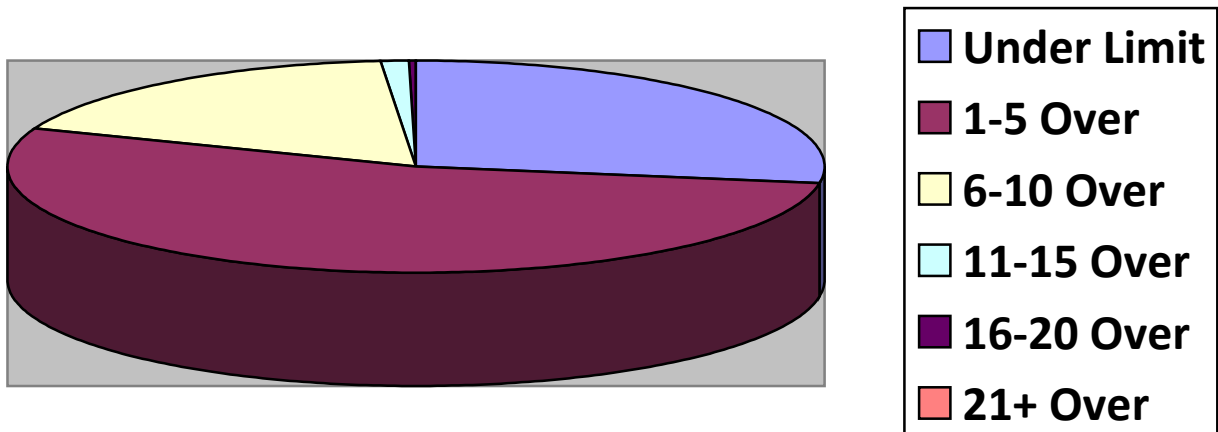
**NOTE – these are skewed dramatically due to a single officer recording “lowest” speed attained in the radar zone, rather than the highest speed attained in the radar zone. Retraining in effect for next month.

Totals	Rsvr (LngWds(1	Mnslvl(1	Other(1	Cross(1
Total Cars					
Under Limit		2	8	0	6
+1 – 5 over		6	10	4	8
+6 – 10 over		4	0	3	0
+11 – 15 over		2	0	0	0
+16 – 20 over		0	0	0	0
+ 21 over		0	0	0	0
Stopped		2	0	0	0

VOLUNTEER TRAFFIC SURVEYS

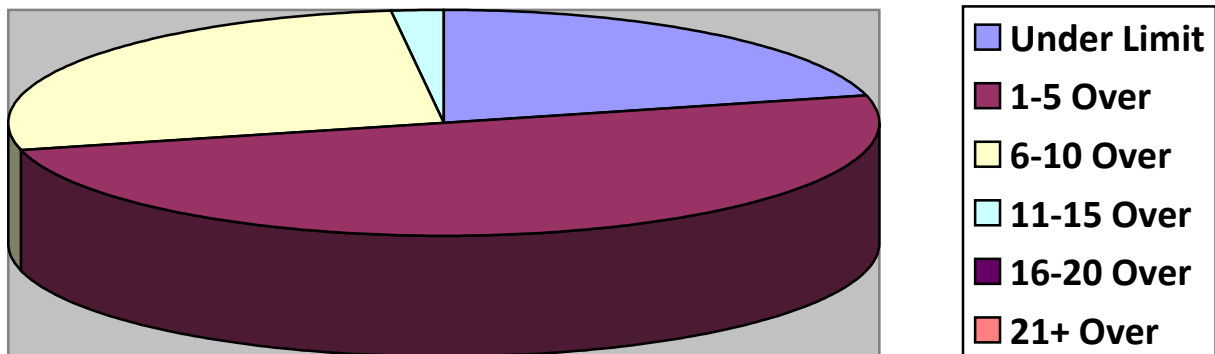
Totals	EastDrng(Union (Mill (OldCty(ClmtHill(LngWds (
Total Cars						
Under Limit						
+ 1 – 5 over						
+ 6 – 10 over						
+ 11 – 15 over						
+ 16 – 20 over						
+ 21 over						

Primary Roadways - 9 Surveys*



** Results of Primary Roadways skewed because one officer was incorrectly recording the lowest speed attained within the speed zone, instead of the highest speed attained while vehicle in the zone.

SECONDARY ROADWAYS - 15 SURVEYS**



Report of the Town Common Committee

Presented to the Selectmen of
Deering, NH
December 2017

Committee Members:

Bob Compton- Chair

Aaron Gill- Selectman's Rep.

Bryan Terry- Deering Community Church Rep.

Tom Cummings- Year round resident

Ray Petty-Part time resident

Ralph Lachance- Year round resident

In May of 2016 Town of Deering Selectmen appointed a “Town Common and Hotel Lot Committee” and asked the group to “Develop a community usage/development plan for the Hotel Lot and a Master Plan for the Town Common.”

An expendable trust of \$6000 had recently been approved by voters at March 2016 Town Meeting to assist the committee with planning expenses.

Furthermore, the committee was asked to report to the Selectmen upon achieving any plan that would require a warrant article to request money from voters “at the soonest Town Meeting”.

The Committee had their first meeting on May 25, 2016 and began to formulate a Vision Statement:

“Incorporate a multi-use design that includes as many persons in the community as possible.

Integrate existing natural features and resources to the extent possible in all designs and improvements.

Recognize and develop continuity between all town owned parcels and historic buildings in the Town Center

Acknowledge and celebrate the value of all existing historical landmarks and structures.”

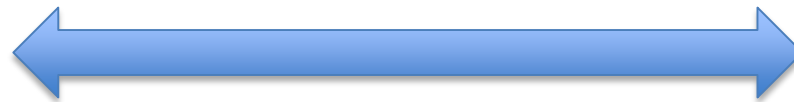
For the first months, the Committee compiled many ideas (within reason) toward development of the Hotel Lot that would achieve the community vision. In June 2017, the group began to discuss the proposals in detail.



By September 2017, the Committee had a reasonable list of development ideas to hone in on to present to Selectmen for consideration.



NOTE: The Committee's work is not done. However, since we did come to a consensus with regard to a potential structure that could be built on the Hotel Lot and, one that could be brought up for consideration at March 2018 Town Meeting, we are presenting this report to Selectmen as an update of our work.



On one late
summer
Saturday
morning the
committee rolled
up their sleeves
and did some
stone wall brush
cutting at the
Hotel Lot.





The 2016 Town Barbecue Hotel Lot survey garnered 35 responses...

- ✧ The majority wanted to maintain Deering's "rural character" regardless of any changes that might be made
- ✧ 60% were in favor of some kind of multi-use structure for community events.
- ✧ 15% wanted the Hotel Lot to remain unchanged.
- ✧ Some suggested more plantings (like apple trees) while an even number said keep plantings to a minimum.
- ✧ 20% asked for more benches to sit on.
- ✧ 20% suggested some kind of kid's playground
- ✧ Other ideas were: A stone patio with remembrance pavers, establishing the Hotel Lot as a starting point for hiking trails.
- ✧ A few were specific about having more events like the barbecue at the site.

The Committee relocated the Sandwich Board to inside the Town Hall during all of 2017.

Comments trickled in:

- Those in favor of any improvements on the Hotel Lot stressed keeping our rural character intact.
- A few respondents were against any kind of development that would raise taxes.

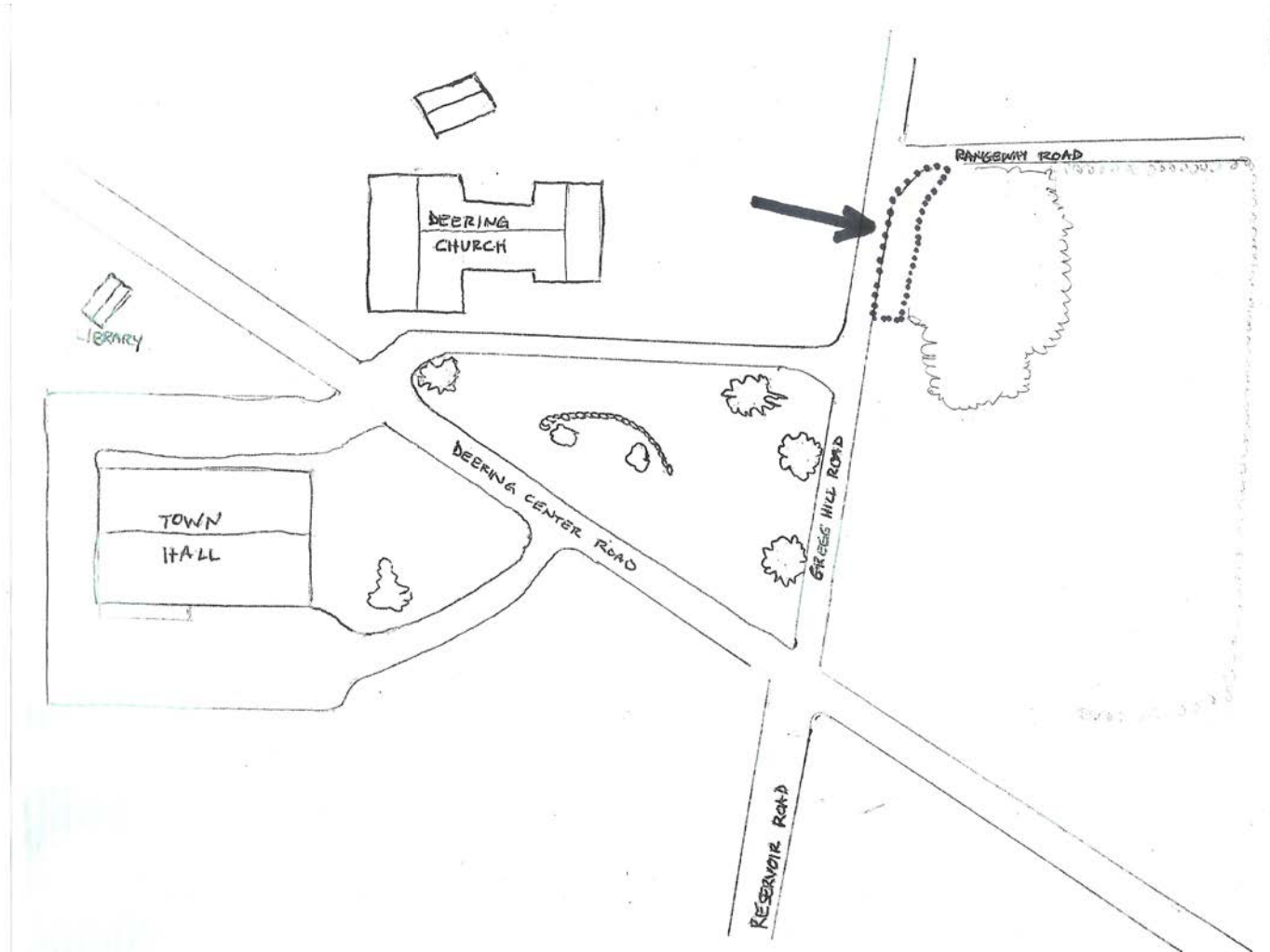


At the Town-wide barbecue of Labor Day weekend 2017, another display was presented to townspeople showing several views of a proposed Bandstand. The display cordoned off two areas on the Hotel Lot for possible siting of the structure. Both sites were favored. The committee chose the higher site because the view is better.

- The following suggestions represent improvements that could be made to the Hotel Lot with only modest expenditures.

Some of these ideas are presented in a form so that they can be expanded or enhanced in the future.

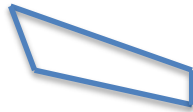
HOTEL LOT EXPANDED PARKING- up to 7 spaces for head in parking



HOTEL LOT EXPANDED PARKING AREA IDEA:

40'-50' of 18" culvert pipe, 30 cu. yards Road Base, 15 cu. yards 2" minus

Est. Materials Cost \$1000 - \$1500 (using Town equipment to excavate and truck material)



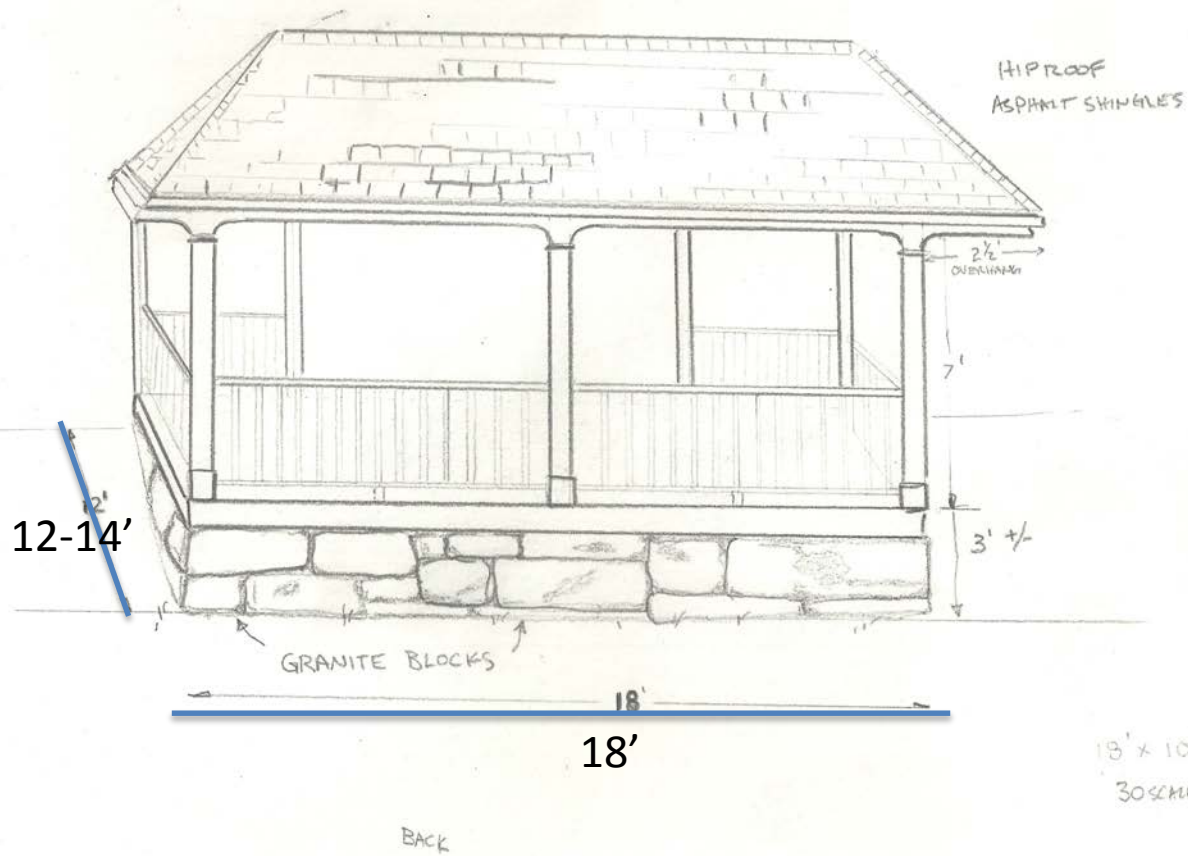
Committee members looked at several town common structures of surrounding towns.

Many had Gazebos with a common theme...they are located on a flat landscape.

The Committee chose a rectangular shaped bandstand for several reasons:

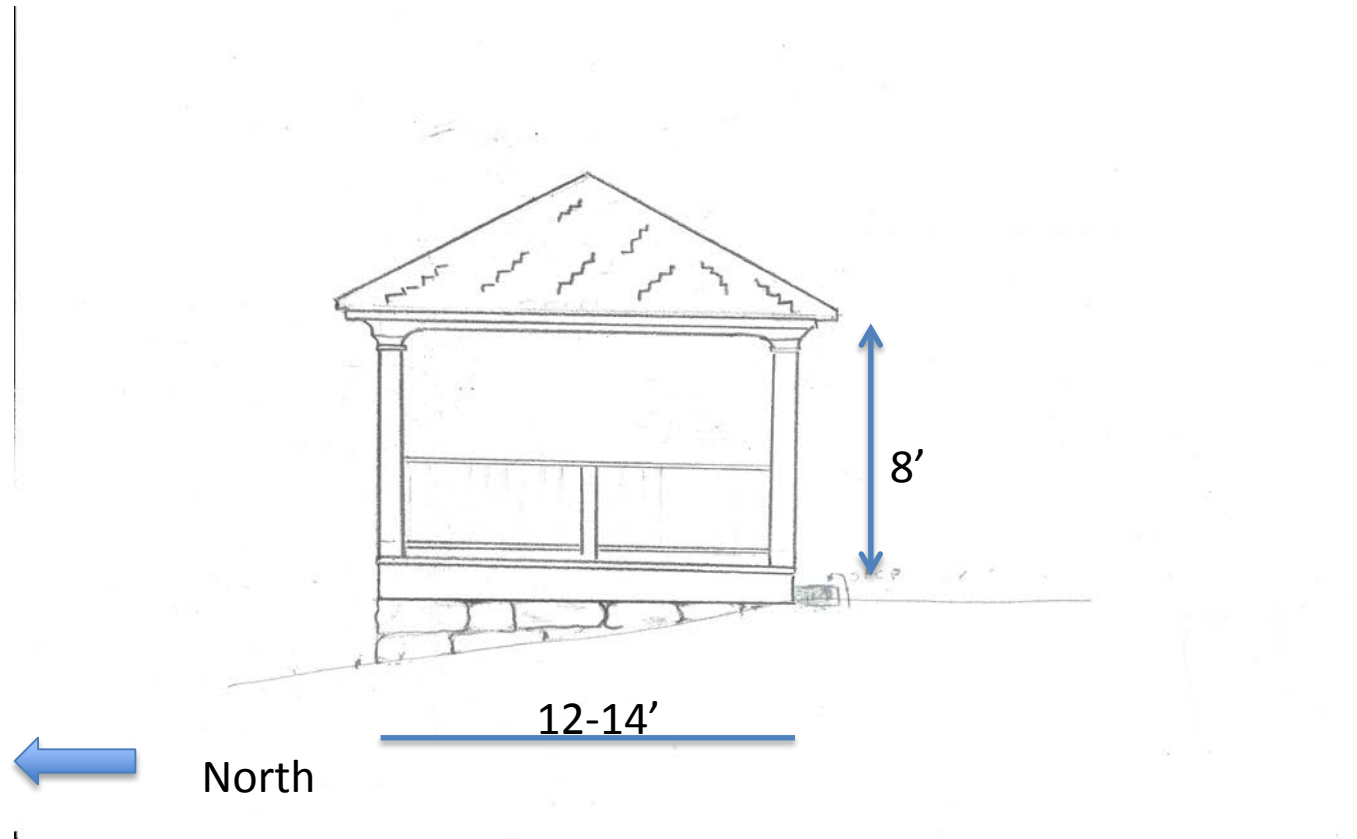
- Overall functionality
- Ability to meld into the slope of the Hotel Lot
- To showcase a granite foundation on the lower slope
- It is in keeping with the architectural standard of the Town Center.

HOTEL LOT BANDSTAND

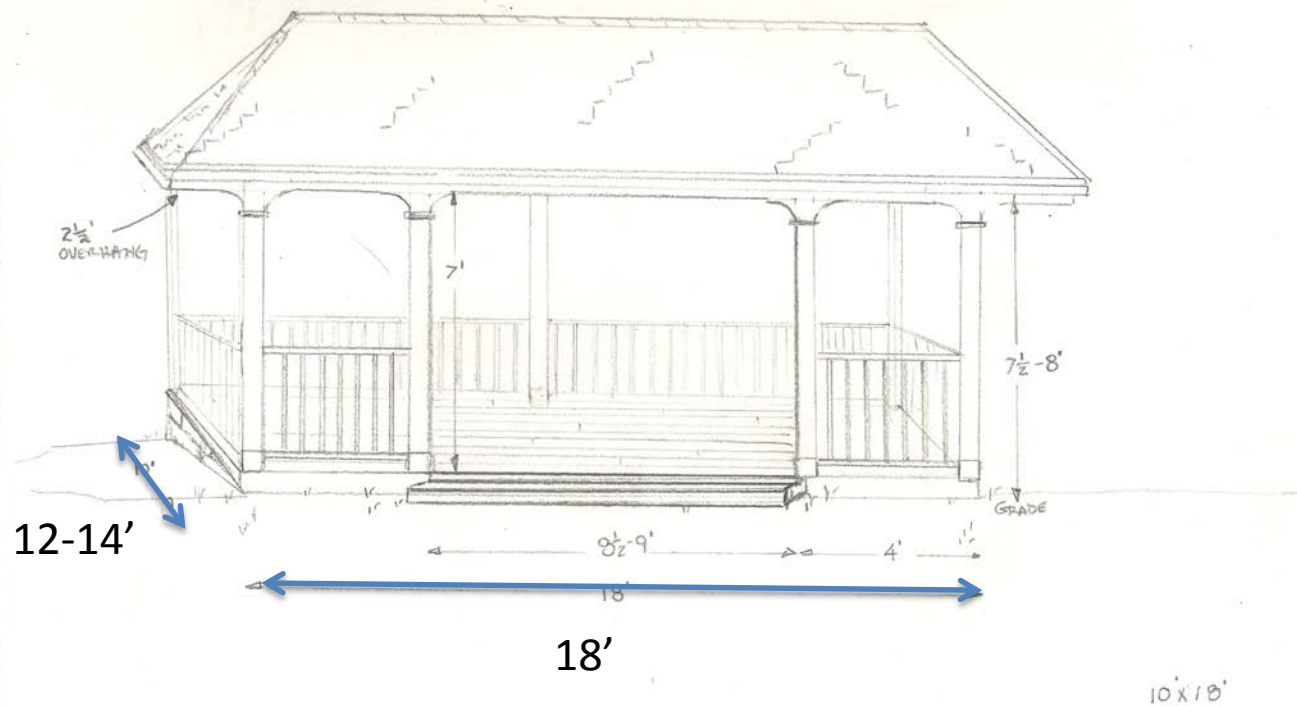


As viewed from
Gregg Hill Road

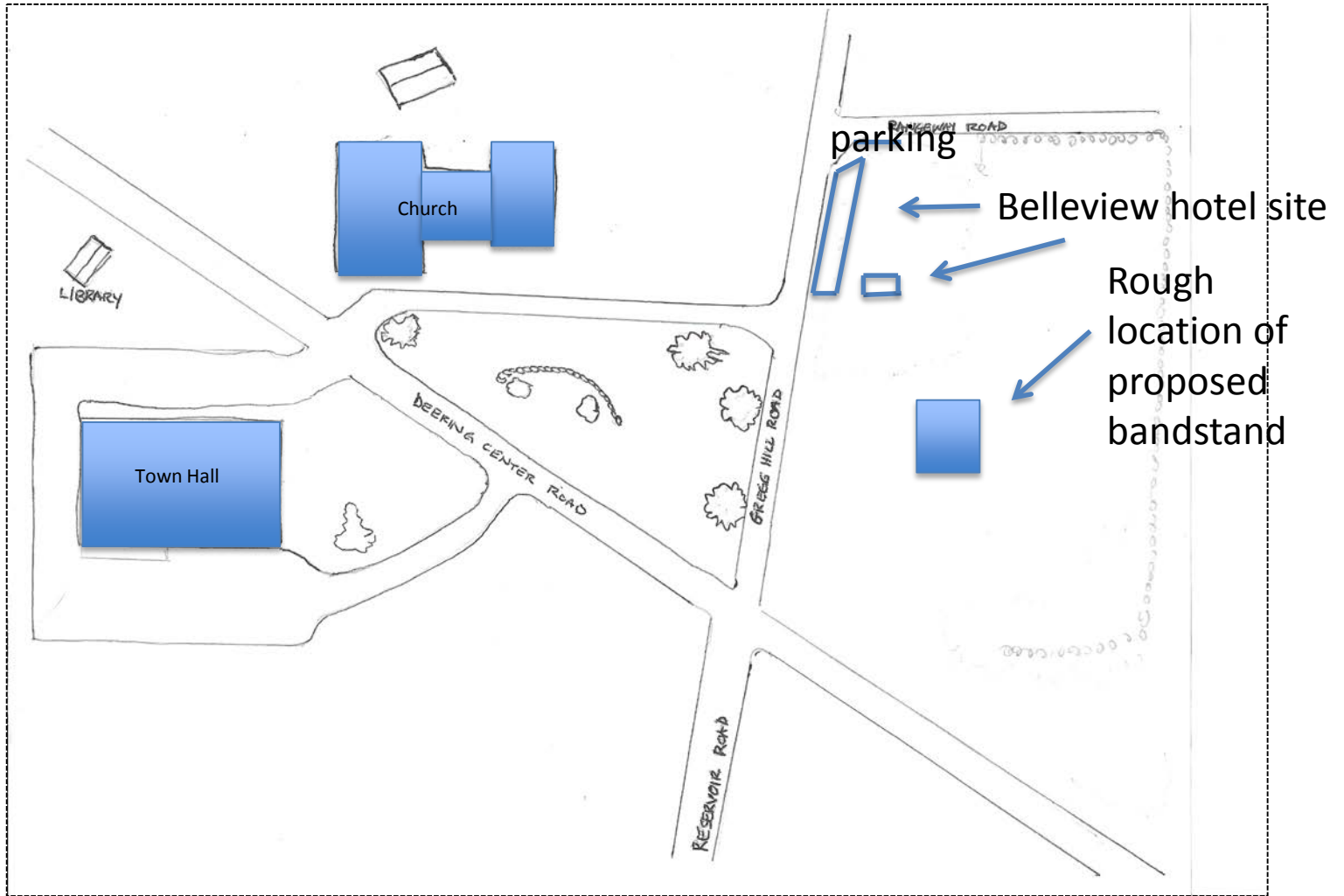
What better idea to promote community than to have the community build its own bandstand?



SIDE VIEW from Rte 149



As viewed from the high end of the slope on the Hotel Lot



Bandstand Details

- ◆ PVC or Composite decking and handrail
- ◆ Pressure treated 6x6 posts and beams shrouded w/Versatex
 - ◆ Pressure treated 2x10 joists 12" O.C.
 - ◆ Manufactured wood trim
 - ◆ Spruce Rafters
- ◆ Native White Pine ship lap roof sheathing
 - ◆ Asphalt shingles

Bandstand Cost Estimates

Excavation- Using Town Equipment.....	\$ 0
Footing Drainage- Crushed stone.....	\$ 350.00
Footing Base- Crushed Gravel.....	\$ 250.00
Structure- Materials.....	\$14,500.00
Labor.....	\$ 0
Est. Total Cost.....	\$15,100.00

Estimated total out to bid cost.....\$25,000.000
--

A HOTEL LOT WATER SOURCE

There are two existing sources of water near the Hotel lot.

- One is a dug well that is located part way up Gregg Hill Road and was used by the Deering Community Church as potable water until around the year 2000 when the church drilled an artesian well.
- The other dug well is located just over the stone wall at the Hotel lot's southeast (highest) corner.

Since the Gregg Hill Road well is in direct line with the location of a proposed water spigot and has more head pressure, it is assumed that this water source might be more cost effective.

The committee recommends that a water line be connected and buried from the Gregg Hill well to a spot at the proposed parking area and that a frost hydrant with a tamper-proof lever be installed.

Hotel Lot Water Source Explanation

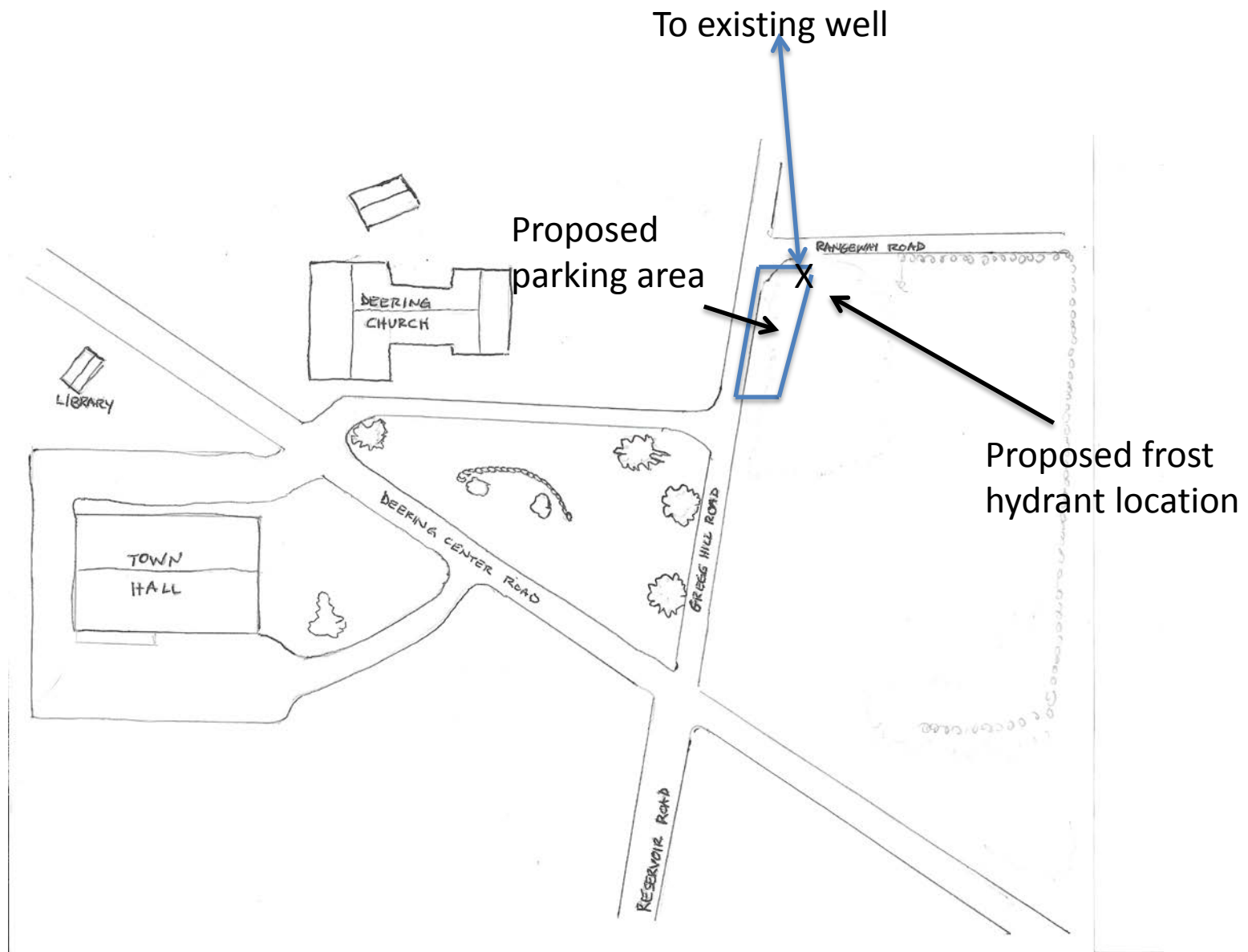
If the Hotel Lot is to be developed and incorporated into the Town Common, then the Town should plan for more garden areas, more community events that will require a water source and, eventually even a public toilet facility.

At the base level, a frost hydrant that is connected to the Gregg Hill Road dug well will allow for an outside, low maintenance, seasonal water source that doesn't require electricity.

This water source could truly be a "community well" in every sense of the word by offering water from a public spigot to townspeople.

WATER SOURCE COST ESTIMATES

1" plastic water line and fittings.....	\$ 250.00
Excavation...using Town equipment.....	\$ 0
Backfill material....using town material.....	\$ 0
Frost hydrant.....	\$ 150.00
Estimated Total Cost.....	\$ 400.00





Existing Dug Well

Existing dug well

Water Spigot

Parking Area

Existing Pole

Bandstand

Crosswalk

Google Earth

TECH-NOTE



For more information contact...

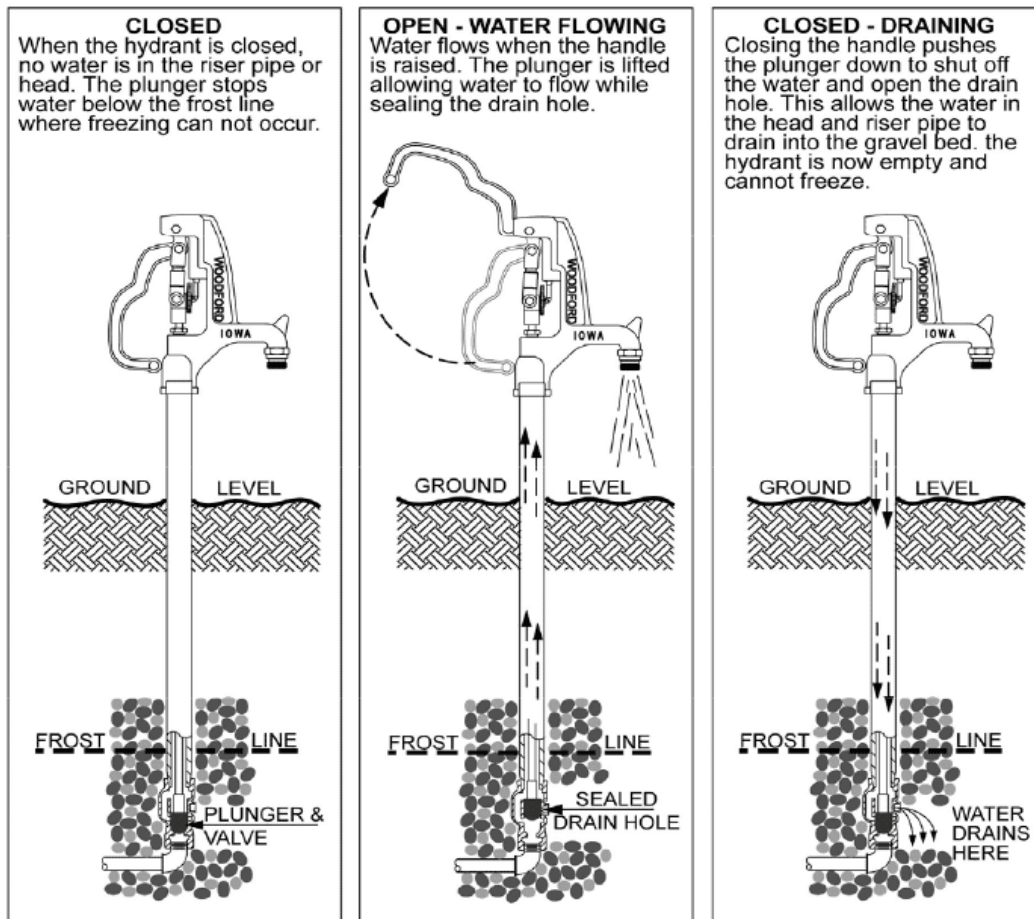
WOODFORD MANUFACTURING COMPANY

2121 Waynoka Road, Colorado Springs, Colorado 80915 • Phone: (800) 621-6032 • Fax: (800) 765-4115

To view our complete product line visit: www.woodfordmfg.com or email: sales@woodfordmfg.com

A Division of WCM Industries, Inc.

How a Freeze-Proof Yard Hydrant Works



HOTEL LOT ELECTRICITY

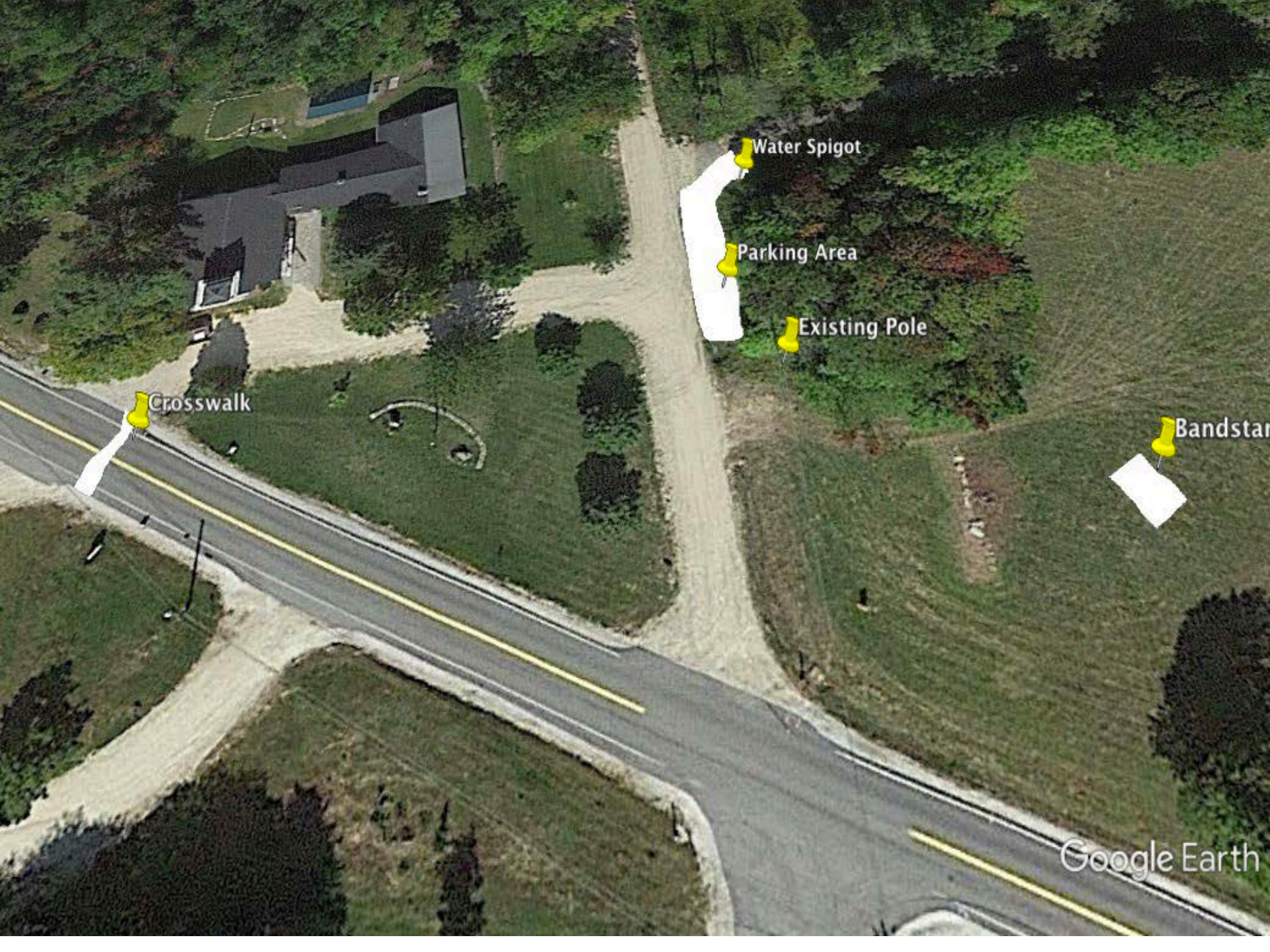
Electric power would come from an existing pole located on the Hotel Lot property opposite the Deering Community Church lane.

Power would be connected via underground conduit to a pedestal located next to the proposed structure (bandstand or other) and end in a locked gang of outlets.

Eversource doesn't charge for the first 100' of service entrance cable. However, the distance to the proposed structure is roughly 175' from the existing pole.

HOTEL LOT ELECTRICITY COST ESTIMATES

Eversource.....	\$1000 - \$1,500
Conduit and other electrical supplies.....	\$ 800.00
Backfill material.....	\$ 250 - \$500
Electrician.....	\$ 500.00
Excavation...using Town Machinery.....	\$ 0
Estimated total Cost.....	\$ 2550.00 - \$2800.00



Water Spigot

Parking Area

Existing Pole

Crosswalk

Bandstand

Google Earth



Crosswalk

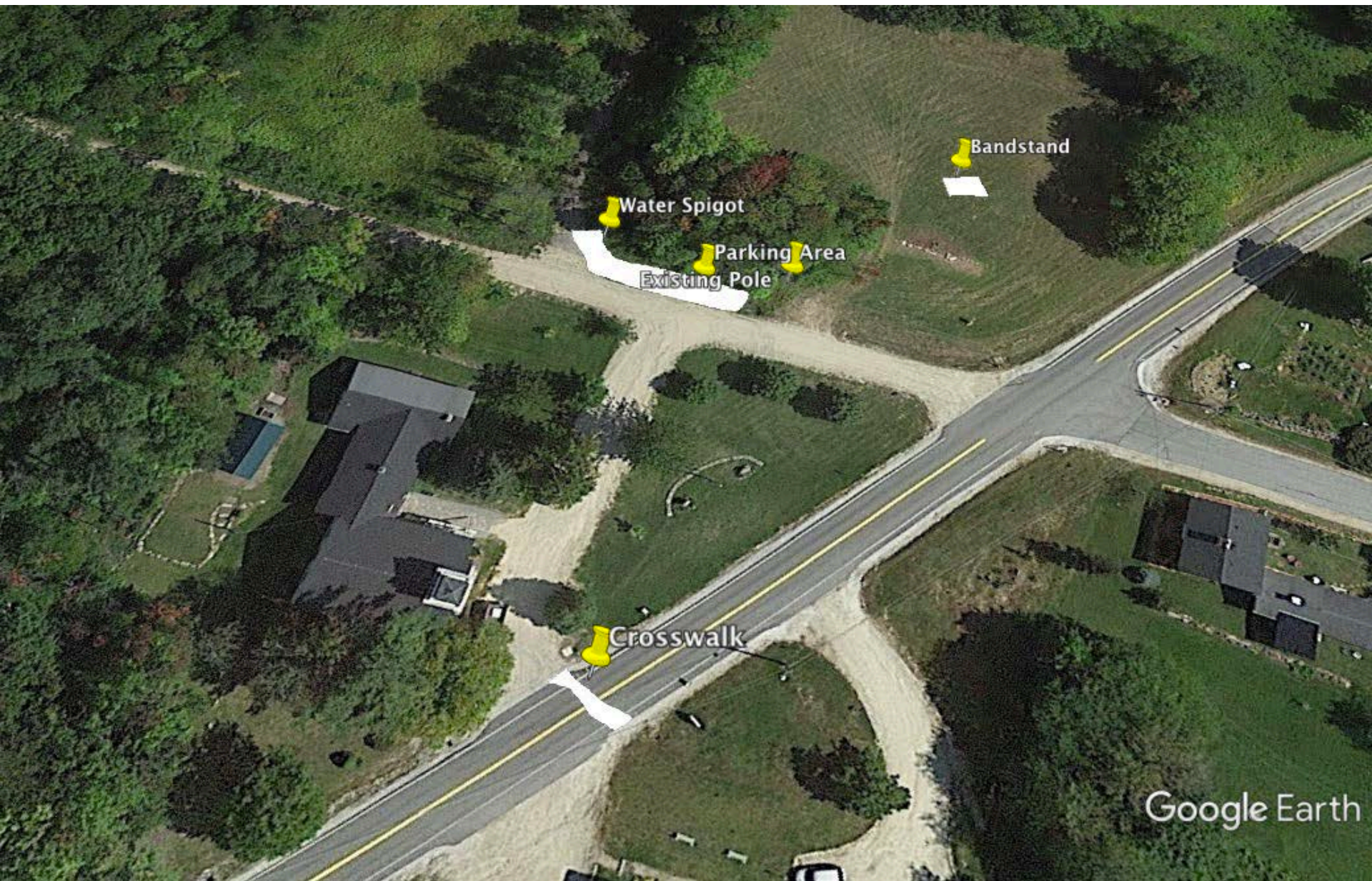
Existing Pole

Parking Area

Bandstand

Water Spigot

Google Earth



Water Spigot

Bandstand

Parking Area
Existing Pole

Crosswalk

Google Earth

HOTEL LOT SUGGESTIONS FOR IMPROVEMENTS

- Mow the field more regularly to eradicate the poison ivy and to maintain a neat appearance.
- Create a shady space in the Belleview Hotel copse for picnic tables.
- Create a pedestrian opening in the southern Hotel Lot stone wall that divides the lot and the abutting field (SPNHF Tom Rush conservation land) and invite people into that space to experience a Labyrinth or other natural creation that nurtures reflection.
- Install a trailhead sign for Tom Rush Forest SPNHF trail at the Rangeway Road.
- Offer several places (sun and shade) for kids to play, for people to sit and take in the view.
- Create an archeological exhibit at the foundation of the Belleview Hotel site with signage about the hotel's history.
- Install large pieces of granite on the Lot at the top of the berm along Gregg Hill Road for people to sit on and to keep vehicles from going into the ditch.
- Plant more shrubs and trees along Route 149 to create a natural safety barrier, improve aesthetics, a sound barrier, and to attract more songbirds.

TOWN COMMON SUGGESTIONS FOR IMPROVEMENT

- A crosswalk connecting the Town Hall parking area (front walkway) and the Deering Community Church.
- Tier the land between the Town Hall parking area and the Library with a retaining wall of natural granite to create a flat space for a patio or grassy gathering place.
- Relocate the misc. granite benches and chestnut tree to the area between the library and the parking area to form a designated “Citizen Remembrance/Memorial” space.

- Install a concrete paver walkway at the front of the Town Hall that connects both parking areas and institute a remembrance paver program for citizens.
- Encourage the formation of a Garden Club to maintain the plantings around the Town Common rather than rely on individuals.
- Cull the Norway Maple in front of the Town Hall and replace with a non-invasive heritage tree.
- Consider some exterior light posts around the town hall, in keeping with the existing church lighting, to connect the two main structures in the Town Center.

A CROSSWALK THAT CONNECTS ...

The Committee recommends pursuing the installation of a crosswalk, across Deering Center Road, that would connect the Town Hall and the Deering Community Church.

With the help of Deering Road Agent Brian Houghton and Deering Lake resident Howie Ives, the committee found the contact person from NH-DOT to talk to about a crosswalk across Rte 149. (Bureau of traffic 271-3734)

The Committee is confident that there is adequate line of sight (300' each way) for this installation. There are other requirements as well, like a mandated raised textured surface -for the blind- that must be installed by the municipality on each end of the crosswalk.

At Issue is where to exactly locate the crosswalk to connect the Town Hall parking area and the exit lane of the church. The shortest route across (a perpendicular crossing) makes most sense in terms of safety and receiving NH-DOT support.

A discussion needs to take place between the Church folks and the Road Agent as some modifications to each side will need to happen for this crosswalk to be achieved.

What the committee still needs to develop:

- ☐ Locating more safe play areas for children.
- ☐ Hotel Lot- Locating places for picnic tables in the Bellevue Hotel copse of trees.
- ☐ Hotel Lot- Continue the stone wall and tree work.
- ☐ Deering Church spotlight arborvitae- replacement with a shorter evergreen
- ☐ Remembrance ideas to promote (i.e. plaques, pavers, light posts, benches, tiles, sculpture, gardens).
- ☐ Locating seating areas throughout the Town Common lands.
- ☐ Historic District Ordinance amendment.
- ☐ A detailed survey of the Town Common and Master Plan
- ☐ Archeological /Historical signage for Bellevue Hotel site.
- ☐ More public input about the committee's ideas.

It is the consensus of this working group that a Town Common Committee could be a positive permanent fixture in the Town of Deering.

- *The Committee could keep an eye on all development on the Town Common- with guidance from the Deering Selectmen, Planning Board and the Deering Community Church.*
- *The Town Common Committee would be guided by the Town of Deering Historical District Ordinance.*
- *The Committee could help formulate and implement a protocol about citizen remembrance monuments and plantings and their placement.*
- *The Committee could work with all local groups to stimulate usage of the Town Common and promote community events.*

The members of the Town Common Committee wish to thank the Selectmen for the opportunity to serve.

The Committee hopes that these initial ideas that have been presented will serve as a starting point that will, eventually, connect all of the physical elements of Deering's beautiful Town Common.

We look forward to the prospect of presenting more realistic ideas that will promote a unified community vision about the common land in the town's center.

END

Please Sign In

John Shaw

Det Chief of Police