



TOWN OF DEERING

Board of Selectmen

762 Deering Center Road
Deering, NH 03244

Meeting Minutes

August 15, 2018

Selectmen present: Aaron Gill, Allen Belouin, John Shaw.

The meeting was called to order at 1900.

MEETING MINUTES:

Meeting Minutes – August 1st.

Mr. Gill made the motion to approve the August 1st meeting minutes as presented. Mr. Shaw seconded the motion. The vote was unanimous and so moved.

New Business

New Conservation Commission Member

Conservation Commission Chairman Gary Samuels introduced Mike Thomas to the Board and recommended him as a new commission member. Mr. Thomas recently moved to Deering after retirement. He has a background in naturalism and Mr. Samuels is looking forward to his joining the commission. Discussion ensued regarding open positions for new members, and knowledge of member expiration dates. The Board was supportive and intends to approve his appointment pending knowledge of the above.

Fire Department – Per Diem Program 1st Anniversary

Chief Gorman was in attendance, though unfortunately no member of the Per-Diem squad was able to attend. The Board expressed continued support for the successes of the program, including increased Deering response participation, reduced response times, reduced reliance on mutual aid, and the resultant increased revenue from ALS transports. The Board asked Chief Gorman to have statistics pointing to this fact ready for the Annual Report.

Chief Gorman noted updates on the following:

- Engine 2 is out of service due to a starter problem and is being addressed
- Command vehicle is out of service due to a coolant leak and is being addressed, likely under its existing extended warranty
- Forestry skidpack has been delivered, is being installed, and will be inspected shortly

The Board asked the process for persons inquiring about burn permits. They expressed concern over the potential for poor customer service experiences from residents seeking timely receipt of permits for specific dates/times. Chief Gorman noted he was working on updated processes, as he was aware of a recent incident where a resident did not receive accurate information. The Chief also confirmed residents are able to obtain seasonal and date specific permits online for a nominal fee, eliminating the need for residents to obtain one in person from a Deering Fire Warden.

Highway Department

Road Agent Houghton was unavailable due to a family matter. The Board asked to reschedule to this first September meeting.

Personnel Manual Updates

Town Administrator (TA) Russ McAllister went over a series of updates to the policy, largely driven by either legislative requirements, or to reflect other policy updates not yet noted within the personnel manual. The updates pertain to:

- Harassment policy
- Chain of command
- Highway Seasonal hour shifts
- Drug/Alcohol policy, testing

Discussion ensued regarding vacation time for full-time new hires. The Board agreed on the following adjustments:

- First six months: No vacation time
- Months seven through twelve: 40 hours

Chairman Gill made a motion to approve the above changes to the personnel policy. Selectman Belouin seconded the motion. The vote was unanimous and so moved.

The Board expressed interest in the potential to provide some form of vacation time to permanently scheduled part time employees. Such a move would likely not cost the Town additional monies, though work hours would decline due to employees using vacation time. The reason for the interest was the Board's ongoing priority of ensuring the Town's overall wage and benefit package was competitive in order to provide a full roster of exceptional employees.

The Board also expressed interest in updating the probationary period language and policies. The current policy is too short and does not provide the Town explicit rights to remove a probationary employee.

In both cases, the Board asked the TA to research the matters for a future Board decision.

RSMS Update

The Board reviewed the report from the Central NH Regional Planning Commission (CNHRPC). The Board had asked for this report over two years ago for two main reasons. 1) Is Deering investing enough in their paved roads to maintain or improve existing quality? 2) Prioritized ten-year rebuilding and maintenance schedule.

The Board was pleased to have the ten-year plan and wished to hear the Road Agent's thoughts. Of note, certain paved maintenance items were added that the Town currently does not do, including chip sealing and new overlays within approximately ten years of rebuilding. However, the budgetary portion provided did not answer the first question; rather it built a schedule based on the Town's existing \$250,000 annual investment. The Board asked the TA to ask the following question of the CNHRPC, "Is the Town's existing annual paved road investment of \$250,000 sufficient to maintain or improve existing overall conditions?"

CIP Update

The Board reviewed the draft template from the CNHRPC, and the process for working the draft up with a proper schedule, current monies invested etc. The TA noted the process involves the newly appointed CIP ad-hoc committee to go over the details and create a recommendation for the Planning Board to approve per NH statute. The Board expressed a desire for this information to be available for the Budget Advisory Committee this year, which will begin meeting in October.

Discussion ensued over the difference between fire apparatus for three stations and funding for a consolidated central station, both of which were on the draft CIP report. Does it make sense to pay \$1,000,000 for apparatus for a third station, or \$1,500,000 for a consolidated station? The Board noted there's a lot to that question, including the laundry list of expensive facility/building updates needed in all three existing stations, changes to response times, options for a potential new station including locations, size, and possible inclusion of the police department. The Board agreed much information was needed, this was a Town Meeting driven question, and support existed among the Board to recommend a comprehensive study at the next Town Meeting.

REVIEWED AND/OR SIGNED:

- Employee Payroll **August 8th** - \$12,149.60
- Employee Payroll **August 15th** -
- AP ACH XFER **August 15th** - \$67.55
- AP Manifest **August 15th** - \$197,040.41
- Tax Forgiveness 208-011-107
- MS-535
- Pole License

Non-Public Session - RSA 91-A:3 II (a)

All Board members were present and voted unanimously to enter non-public session at 8:29p for a Discussion of Personnel Issue / Citizen Complaint.

The Board re-entered public session at 8:58p.

Other business:

The Board agreed to do their annual community BBQ on Saturday, September 1st from 11:30a-1:30p. The TA was asked to acquire the food. The TA noted the Town Hall kitchen updates are pending receipt of new cabinets.

The Board expressed interest in approving many portions of the previously discussed Beach parking options soon, specifically permit sticker changes, so residents etc may know as soon as possible of the changes for 2019 and beyond.

There being no further business to come before the Board Mr. Gill made the motion to adjourn. Mr. Shaw seconded the motion. The vote was unanimous and so moved. The meeting adjourned at 9:04p.

Respectfully Submitted,

\s\ Aaron Gill
Chairman, Board of Selectmen



TOWN OF DEERING

Highway Department

762 Deering Center Road

Deering, NH 03244

July Highway Department's Report

The hot weather continued on through the entire month. We started on the busiest gravel roads, then through our lightest traveled gravel roads grading, raking then putting calcium out. We put one hundred and fifteen hours on the grader and thirty nine hours on the pickup towing the rake and spread out twelve ton of calcium with truck two. We installed two catch basins and two hundred and twenty feet of under drain on the newly paved section on East Deering Road near Driscoll Hill Road. July had brought us some severe thunder storms that we got called out for trees down in the roads. We would get the road open for travel then in the next day or so go around and clean up the mess on the road sides. We are getting a decent sized brush pile in our pit. With fall just around the corner, our next projects will be screening our winter sand, getting some more of our catch basins cleaned out and culvert/driveway repairs at the Donovan Fire Station. July was a tough month being short handed with two men in and out dealing with Lyme. We look forward to August being a much healthier one.

Brian Houghton

Road Agent

MONTHLY REPORT**JULY 2018****NEWS:**

1. Chief Pushee took several members of the Hillcat Cadet Post 612 on a summer Adirondack Camp Adventure for 4 days/3 nights.
2. Members of Explorer Post 612 assisted with the Annual Hillsboro Balloon Fest and Fair, providing a total of over 70 hours of Community Service over four days. Including Traffic Control, Parking Lot Control, Safety Patrols, Parade Patrol Assistance, Community Policing, etc.
3. Two members of Hillcat Post 612 successfully completed the NH Police Cadet Training Academy camp. One (Katie B.) finished the Leadership Section, and one (Jacob T) completed the Basic Session, thereby earning the right to start wearing a Class A Uniform to Cadet Functions and Details.
4. Chief Pushee was on vacation for about ½ of the month of July 2018.
5. Chief Pushee attended a VERY disappointing meeting with the NH Office of Highway Safety. As they threatened to do several years ago, this time they are going through with a complete restructuring which WILL effectively remove Deering from eligibility for most Highway Safety Patrol Grant programs, and also removes most funding sources for most Highway Safety Equipment Fund grants. Apparently the "Sustained Traffic Safety Enforcement" patrols are no longer to be sustained in the small towns who don't have multiple fatal crashes and more than 50 MV crashes on record annually. In essence, we are losing funding because the past grant patrols have lowered our "bad traffic" incidents below certain thresholds.

TRAINING:

1. Firearms Training – Several PD members participated in basic firearms manipulation drills. This took place with "dry fire" drills in the Town Hall, rather than at the range, because thunderstorms had been rolling through.
2. Chief Pushee attended a Training Session at Antrim PD to become updated and familiar with the new AG guidelines that set the Model Protocols for Investigative Response to Adult Sexual Assault complaints.

GRANTS:

1. 2018 STEP Grant Program : I have submitted for Q3 reimbursements.
2. 2018 DUI Grant Program: I have submitted for Q3 reimbursements
3. 2018 Distracted Driving Program: I have submitted for Q3 reimbursements
4. 2018 Join the NH Clique: I have submitted for Q3 reimbursements
5. 2018 Highway Safety Equipment Grant: The computer mounts are finally in the cruisers. We are awaiting the invoicing so we can submit for reimbursement.
6. Bulletproof Vest Partnership: We are awaiting notification on our application for funding of a 50% match for 2 vests under this program.

JUVENILE ACTIVITY:

1. Continuing to have issues with pair of brothers in town. At least one of these cases (Vandalism) will likely end up going to court.

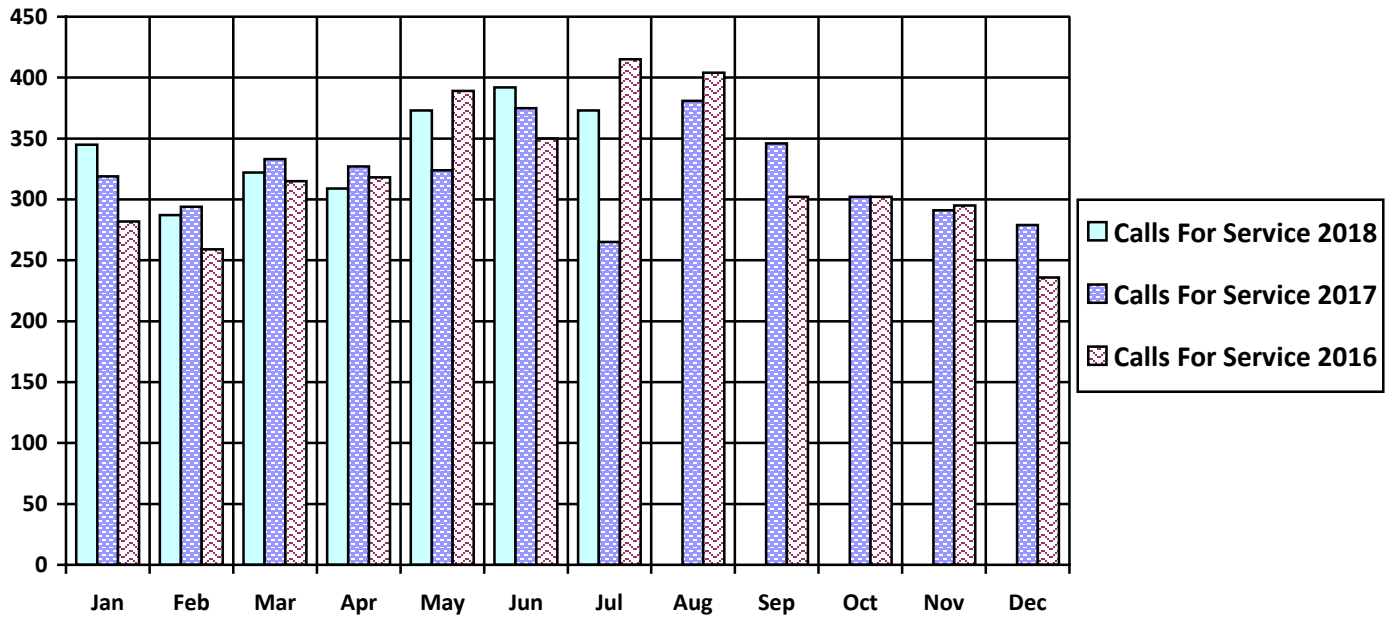
ACTIVITY REPORT:

Calls For Service Logged:	373	(this does not include many vacant home checks which are now counted separately in the new system)
DPD Call Outs	4	(DV call, Assist, Investigation, MV crash)
NHSP Call Outs	0	(none this month)
MV Enforcement:	123	(66 warnings, 4 citations, 53 parking citations)
MV Accidents:	4	(1 dwi related, 2 speed/inattention related, 1 was a Hillsboro PD assist)
ARRESTS Total:	4	
Charges:		
	DV – Violate Protective Order	1
	DV Assault & DWI 2 nd Offense	1
	Protective Custody Issues	2
NEW PENDING/ OPEN CASES:	2	
Charges:	Tattooing of a Minor	1
	Burglaries	6
		(warrants issued for the tattooer, he is in Mass and reluctant to come to NH) (New one on 27 June 2018, also 1 in Fall 2017, 3 in May 2017, 1 Feb 2018)

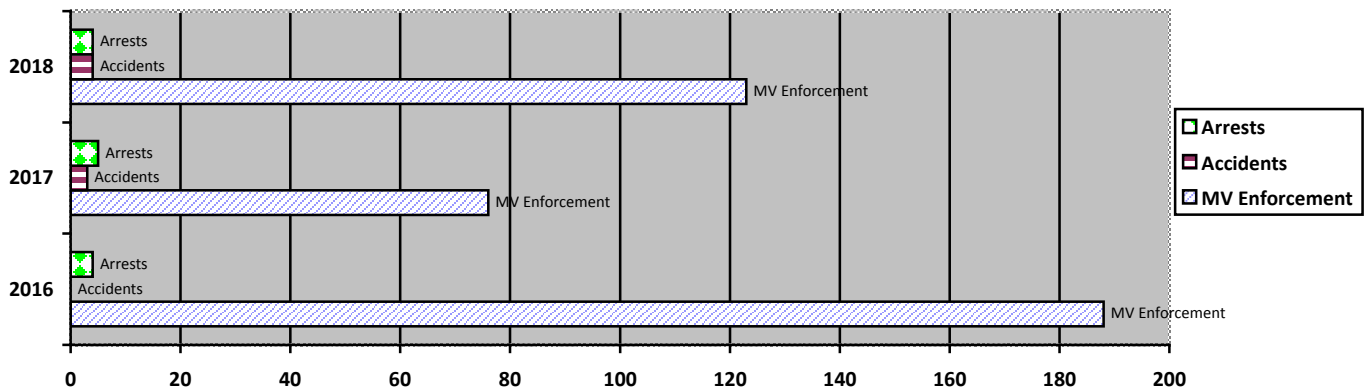
MILEAGE TOTAL:

3,044 miles from 1 July 2018 through 31 July 2018
 2014 Intrcpt Util: 75,235 (2,271 miles in period) 2017 Intrcpt Util: 10,295 (773 miles in period)

Call For Service Stats- Monthly



Monthly Stats- JULY



RADAR TRAFFIC SURVEYS**JULY 2018****OFFICER TRAFFIC SURVEYS**

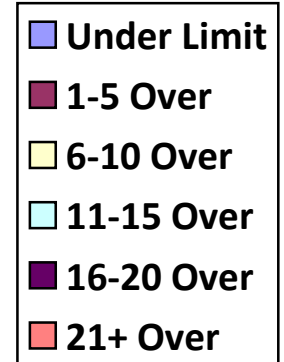
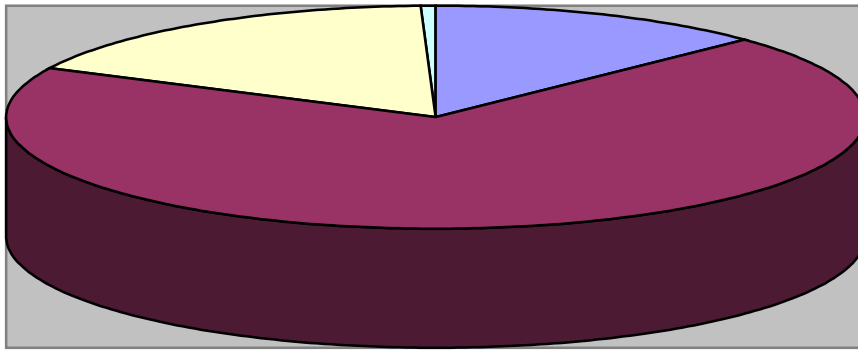
Totals	Rte 149 (2 nd NH Tpk(5	OldCounty (7	Clement (3	EstDrng (2
Total Cars					
Under Limit		21	23	8	0
+1 – 5 over		113	62	26	10
+6 – 10 over		28	16	18	5
+11 – 15 over		1	0	2	0
+16 – 20 over			0	0	0
+ 21 over					
Stopped		2			

Totals	Rsvr (LngWds(2	Mnslvl(Other(1	Cross(2
Total Cars					
Under Limit		10		0	2
+1 – 5 over		22		5	10
+6 – 10 over		11		14	4
+11 – 15 over		1		0	0
+16 – 20 over		1		0	0
+ 21 over				1	
Stopped		2		1	0

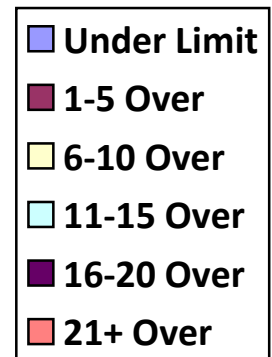
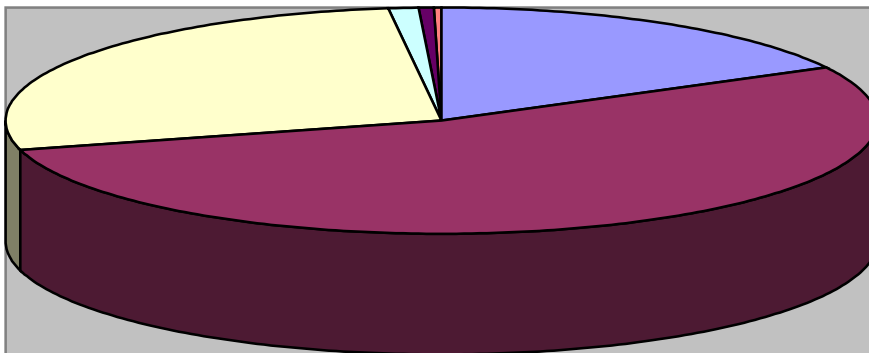
VOLUNTEER TRAFFIC SURVEYS

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 Roads / 5 Surveys



Secondary Roads / 17 Surveys



To: Board of Selectmen
From: Chief Daniel Gorman, Deering Fire & Rescue
Subject: Fire & Rescue Report, July 2018

Date: 08/09/2018

NEWS

In July, the new Skid Unit for the Forestry was delivered. Unfortunately, it had suffered some pretty extensive damage during its transport from Nebraska. We immediately contacted Danko manufacturing and they had the unit shipped back to them. This is a very unfortunate setback to reaching the completion of this project. Assistant Chief Connor has been working hard with our representative from Danko to resolve the issue and get it shipped back to us in a timely manner. In the meanwhile, Lieutenant Kris Parece has been working hard wiring the forestry for emergency and scene lighting as well as the siren. Ossipee Mountain Electronics is currently programming the mobile radio from the former Tanker 2 and soon it will be mounted into the truck as well.

All of our self-contained breathing apparatus (SCBA) have had their annual testing and preventive maintenance done per NFPA 1852 as recommended in the MRI Report 2015. This testing was performed by Fire Tech & Safety. Two of the SCBA's had to be taken back to their shop for repairs. All other SCBA's passed testing and are in service.

We also had all of our ground ladders tested per NFPA 1932 as recommended in the MRI Report 2015. Our thirteen (13) ground ladders were tested by American Testing Service. The attic ladder from Engine 3 failed due to cracks in the rails and two (2) ladders that were on the former tanker 2 and were on that apparatus when it was involved in an accident, failed as both of them were bent. All other ground ladders passed the testing process.

Firefighter Dennis Prive is officially a Driver/Operator for the department now. After nearly fifty (50) hours of driver and pump operations training, FF Prive was tested by Lt Will Bannister on his proficiency driving and different pump operations scenarios and completed the testing flawlessly. This will help us during the weekdays having another Driver/pump Operator to respond with a fire truck as FF Prive is retired and available most weekdays.

TRAINING:

1. There was no department training this month due to many people going on vacations during the month. Some crew members did work on hose line advancement techniques one night.

GRANTS:

1. We are currently working on the grant through the NH Division of Forest and Lands that the Board of Selectmen approved for us to apply for. We hope to take advantage of this grant in order to purchase more tools and equipment for the Forestry.
2. We are currently in the process of filling out the grant for the EMS in The Warm Zone Grant. This will allow us to purchase safety equipment for EMS providers in the case of an active shooter event. This is a program we are working with Hillsboro Fire Department so that in case of an event in either town, we will have trained personnel to help each other.

Upcoming goals:

1. Have the Forestry skid unit back and put on the Forestry and get the forestry in service as soon as possible.

JULY ACTIVITY REPORT:

Total emergency Responses – 24

Per Diem Total Responses	9	On Call Total Responses	15
Per Diem EMS Responses	7	Call EMS Responses	9
Per Diem Fire Responses	1	Call Fire Responses	3
Per Diem MVA Responses	1	Call MVA Responses	1
Per Diem Transports	5	Call EMS Transports	4
Per Diem BLS Transports	0	BLS Transport	2
Per Diem ALS Transports	5	ALS Transport	2
Mutual Aid EMS given	0	Mutual Aid EMS given	0
Mutual Aid Fire given	0	Mutual Aid Fire given	0
Mutual Aid EMS Received	0	Mutual Aid EMS Received	3
Mutual Aid Fire Received	0	Mutual Aid Fire Received	0
Paramedic Intercepted Received	0	Paramedic Intercepted Received	0

Respectfully submitted,

Daniel Gorman

Daniel Gorman, Fire Chief/EMD

Please Sign IN

Mike Thomas

Gale Johnson

Douglas Johnson

Gary Samuels

Daniel Horn