

**DRAFT MINUTES OF A MEETING
OF THE
DEERFIELD NH HERITAGE COMMISSION**

The members of The Deerfield NH Heritage Commission (DHC) met at the George B. White building on October 17, 2023, at 7:00 PM Eastern Time.

There were present:	Deborah Boisvert	Member and Treasurer
	Karen Leavitt	Member
	Andrew Merrill	Member
	Erroll Rhodes	Member and Secretary
	Richard Boisvert	Member (Alternate)
Absent	Debra Murphy	Chair
	James Deely	Member
	Carol Levesque	Alternate Member
	Dana van der Bijl	Member
	Stephen Barry	Select Board Liaison

Discussions occurred as follows.

1. A majority of the members of the DHC agreed to the holding of this meeting of the DHC, waiving prior notice. Mrs. Boisvert acted as Chair of the Meeting and Mr. Rhodes acted as Secretary of the meeting. The Chair stated that a quorum was present and that the purpose of the meeting was to discuss the agenda items previously circulated and any other business that might duly arise.
2. A motion was made (Mr. Rhodes), seconded (Mr. Merrill) and unanimously approved to appoint Mr. Boisvert as a member for this DHC meeting.
3. A motion was made (Ms. Merrill), seconded (Mrs. Leavitt) and unanimously approved to accept the minutes of the DHC meeting of September 26, 2023.
4. There was no current financial report from the Treasurer, who noted that the proposed budget for 2024 has been agreed by the Select Board.
5. There was a discussion of the variety of possible methods of providing access to the second floor of the Town Hall. Mr. Merrill (and Mr. Boisvert?) offered to look into the alternatives to an elevator for the Town Hall and to report back on his(/their) findings.
6. There was a brief discussion of the Town Hall fallen upper sashes and the work to be performed imminently by Mr. Stoddard to correct that matter now that insurance questions have been addressed.
7. There was a discussion of the scanning of DHC documents in the archive room. Mrs. Boisvert and Mrs. Leavitt volunteered to prepare documents in the archive room for scanning, whenever that might occur.

8. Regarding Town Hall, here was a discussion relating to several elements of the one-page Use document, as well as of the water quality at that facility. The issue of washing the windows in Town Hall was raised as being desirable.
9. The Philbrick-James Library Memorandum of Understanding with the Board of Selectmen was discussed.
10. It was noted that the next meeting of the DHC is planned to be held on November 21, 2023.

Following a confirmation of there being no further business to be transacted at this Meeting it was moved (Mr. Boisvert), seconded (Mr. Merrill) and unanimously agreed to adjourn this meeting, and in witness thereof, these Minutes have been issued as of the date hereinabove written.

Deb Boisvert
Chairman of the Meeting

Erroll Rhodes
Secretary of the Meeting