

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
EMERGENCY MEETING  
January 22, 2008  
MINUTES**

**Call to Order:**

**8:30pm** Chairman Stephen R. Barry called the Meeting to Order.

**Roll Call:**

Present: Stephen R. Barry, Chairman; R. Andrew Robertson, Vice Chairman; Joseph E. Stone and John Reagan, Selectmen

Absent: Walter C. Hooker, Selectman

Also Present: Cynthia Heon, Town Administrator

**Pledge of Allegiance to the Flag:**

Chairman Barry asked all to rise for the pledge of allegiance to the Flag.

**Point of Order:**

Chairman Barry stated he called this Emergency Meeting on the advice of Counsel. The meeting was posted on the Website, the Post Office, Mr. Mikes and the G. B. White Building. The only item of business to be taken up at this Meeting is the resignation of the Town Clerk/Tax Collector, R. Lynne DeVarney.

**Acceptance of Resignation:**

Chairman Barry read the resignation from Town Clerk/Tax Collector, R. Lynne DeVarney. Chairman Barry explained Mrs. DeVarney originally gave February 8, 2008 as an effective date of the resignation.

It was learned in order to place the position on the ballot, this year, the resignation would have to be effective January 22, 2008 because the filing period opens on January 23, 2008. Mrs. DeVarney agreed to the change because she wanted everything to go as seamless as possible. The Term of Office on the ballot will be for one year. The following year the position would again be placed on the ballot for a three year term.

**MOTION:** Selectman Joseph Stone made a motion to accept the resignation of the Town Clerk/Tax Collector, R. Lynne DeVarney. Seconded by Vice Chairman R. Andrew Robertson.

**VOTE:** Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.

Chairman Barry stated he met with the Deputy Town Clerk/Tax Collector, Kelly Roberts, to learn if she would be willing to accept the responsibilities of the position in the absence of a Town Clerk/Tax Collector. Miss Roberts is willing to make sure the duties of the office are carried out but did not want to assume the role of Town Clerk/Tax Collector. Chairman Barry added that by law the Board will have to appoint a Town Clerk/Tax Collector within 30 days of the resignation. Miss Roberts is willing to assume the position for the short time period before the March 11, 2008 Election.

**Nonpublic Session:**

**8:34pm** Selectman Joseph Stone made a motion to enter a Nonpublic Session under RSA 91-A:3,II(c). Selectman Stone read the section of the statute that applied to this Nonpublic Session. Seconded by Vice Chairman R. Andrew Robertson.

**Roll Call Vote:** Reagan-Yes; Stone-Yes; Robertson-Yes; Barry-Yes

**8:37pm** Selectman Walter Hooker arrived.

**8:42pm** The Nonpublic Session ended.

**Minutes Sealed:**

**MOTION:** Selectman Joe Stone made a motion to seal the Minutes of this Nonpublic Session as divulgence of information contained in those minutes might likely adversely affect the reputation of a person or persons not a member of this Board. Seconded by Vice Chairman R. Andrew Robertson.

**Roll Call Vote:** Hooker-Yes; Reagan-Yes; Stone-Yes; Robertson-Yes; Barry-Yes

**No Action/No Decisions:**

There was no action taken or decisions made within this Nonpublic Session.

Chairman Barry reviewed the timeline with the Board. The resignation was originally tendered for February 8<sup>th</sup>. The effective date changed to January 22, 2008, at 10pm, allowing the position to be placed on the ballot for the 2008 Elections. Kelly Roberts, Deputy Town Clerk/Tax Collector will assume all the duties in the Town Clerk/Tax Collector's Office. R. Lynne DeVarney will assist the Deputy Town Clerk/Tax Collector as much as possible as an on-call temporary employee and will report to the Town Administrator.

**MOTION:** Selectman Joe Stone made a motion to approve R. Lynne DeVarney as a Temporary on-call employee to assist the Deputy Town Clerk Tax Collector until February 8, 2008. Seconded by Vice Chairman R. Andrew Robertson.

**Discussion:** The Board asked what rate of pay Mrs. DeVarney would be working at. Mrs. Heon noted her current hourly rate. Any costs and accumulated time, for Mrs. DeVarney, will be calculated and provided to the Board of Selectmen.

**VOTE:** Chairman Barry called for the Vote. It was a Unanimous Vote in Favor.

Chairman Barry noted because there is year-end work to be done, there will no doubt be a cost associated with having the books closed and auditors coming in to prepare the books for the next person. Chairman Barry asked the Board to give permission to the Town Administrator to locate the proper resources to complete all year-end requirements.

While not wishing to spend additional funds, the Board was in agreement to have the Town Administrator locate the necessary resources providing a clean slate for the next person to assume office. Mrs. Heon stated she would make every attempt to stay within the Town Clerk/Tax Collector's Budget and coordinate the auditing function so as to tie out the end of the year, and the changeover to the new person, as efficiently and as cost effectively as possible.

**Adjournment:**

**8:50pm** Selectman Walter Hooker made a motion to Adjourn. Seconded by Vice Chairman R. Andrew Robertson. Chairman Barry called for the Vote. It was a Unanimous Vote in Favor. The January 22, 2008 Emergency Meeting is adjourned.