

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
January 16, 2024
MINUTES**

Call to Order

5:30 – Chairman Pitman called the meeting to order

Present: Chairman Richard Pitman, Vice Chairman Fred McGarry, Selectwoman Cynthia McHugh, Selectman Will Huebner, and Selectman Steve Barry.

Pledge of Allegiance to the Flag.

Motion: Selectman Barry makes a motion to allow Selectman Huebner join the meeting remotely.

Second: Selectwoman McHugh

Discussion:

Roll Call Vote: Yea 4, Nay 0, Abstained 0 - Motion Carries

Selectman Barry asks Chairman Pitman is he would still like to resign as chairman and Chairman Pitman agrees.

Motion: Selectman Barry makes a motion to accept Chairman Pitman's resignation as Chairman of the BOS.

Second: Vice Chairman McGarry

Discussion:

Roll Call Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Motion: Chairman Pitman makes a motion to have Vice Chairman McGarry take the place of Chairman.

Second: Selectwoman McHugh

Discussion:

Roll Call Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

Motion: Selectman Huebner makes a motion that the now former Chairman become the Vice Chairman.

Second: Chairman McGarry

Discussion:

Roll Call Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries

It is recognized that it is now Chairman McGarry and Vice Chairman Pitman.

Ray Ellis & Chris Porter – Town Hall emergency power:

Chairman McGarry states that the Board put the contract they had approved at the last meeting with Porter Electric on hold. He expresses his concern with canceling the contract and points out that Ray Ellis is on the agenda and they should hear from him.

Selectman Barry states why this should not have been on hold and Selectwoman McHugh states that the correct process was not followed so it needed to be put on hold. Selectmen Barry then provides his reasons why he feels it was done correctly. Selectman Huebner explains a point of order.

Motion: Selectman Huebner makes a motion to bring this the contract with the Porter electric back onto the table in light of new information.

1 **Second:** Selectwoman McHugh

2 **Discussion:**

3 The Board goes onto discuss the process and why or why not each member feels it was done
4 correctly.

5 Mr. Porter explains why the system he has proposed is correct for the Town Hall and Mr. Ellis
6 explains why this would work as well.

7 The Board goes on to discuss how to move forward.

8
9 **Roll Call Vote: Yea 2, Nay 3, Abstained 0 - Motion Fails**

10
11 The Board and Mr. Porter discuss the batteries further and decide to go with 3 batteries. Mr. Harrington
12 states that he believes if Mr. Porter is agreeing to offering the same price for 3 batteries the Board can
13 vote on it to accept it tonight and then sign it tomorrow.

14
15 **Motion:** Selectman Barry makes a motion to approve a contract for 3 batteries at the same price
16 and it will be signed the following day.

17 **Second:** Selectman Huebner

18 **Discussion:**

19 The Board and Mr. Porter discuss what temperature the storage area needs to be for the
20 batteries.

21
22 **Roll Call Vote: Yea 4, Nay 1, Abstained 0 - Motion Carries**

23
24 **Craig Houston & Kelly Roberts – TextMyGov proposal:**

25 Mr. Houston goes what TextMyGov is. A representative from TextMyGov does a presentation providing
26 the program details and how it works.

27 The Board, Mr. Houston, Ms. Roberts, and the representative go over the cost break down and if it is
28 worth having above and beyond the Town Website.

29
30 **Motion:** Vice Chairman Pitman makes a motion move forward with the TextMyGov 2-year
31 contract for \$4,000.00 the first year and \$3,500.00 the second year.

32 **Second:** Selectman Barry

33 **Discussion:**

34 Selectwoman McHugh asks if emergency management has the funds to cover their portion and
35 Mr. Harrington states, yes, and then he reminds the Board that the Parks and rec portion does
36 not come from the operating budget.

37
38 **Roll Call Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

39
40
41 **Regular Business**

42 **Review of Outstanding Minutes 1/8/2024:**

43
44 **Motion:** Selectman Barry makes a motion to approve the minutes from 1/8/2024 as written.

45 **Second:** Selectwoman McHugh

46 **Discussion:**

47 Mr. Harrington states he has a correction. Page 5, Line 19, typo, should be d-u-e not d-o.

48
49 **Roll Call Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

50
51 **Signatures/Correspondence:**

- 52 • Signatures
53 - Oath Office. Collen Prieto. Cemetery Trustees Alternate. Term ending April 30,2025.

1 **Motion:** Selectman Barry makes a motion to approve the oath of office for Colleen Prieto as a
2 Cemetery Trustee alternate with the term ending April 30,2025.

3 **Second:** Selectwoman McHugh

4 **Discussion:**

5
6 **Roll Call Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

7
8 **Payroll Manifest/Accounts Payable Manifest:**

- 9
 - Payroll Manifest – No Payroll
 - Accounts Payable - \$24,072.98

11
12 **Motion:** Selectman Barry makes a motion to approve the accounts payable in the amount of
13 \$24,072.98.

14 **Second:** Selectman Huebner

15 **Discussion:**

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17 **Roll Call Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

18
19 **Signatures/Correspondence:**

- 20
 - Correspondence
 - Memorandum from Kelly Roberts.

22
23 "Please be informed that the filing period for candidates interested in elected positions within our
24 town government will commence on Wednesday, January 24, 2024, and will conclude on Friday,
25 February 2, 2024. Prospective candidates may file their nominations at the Town Clerk's office
26 during regular business hours throughout this period.

27 Please note that on the final day of filing, Friday, February 2, 2024, the Town Clerk's office will
28 remain open until 5 PM exclusively for the purpose of candidate filings.

29 Enclosed with this memo, you will find an attached list of the open positions that are due for
30 election.

31 This list will also be posted publicly for the community's reference and will be distributed during the
32 Town Deliberative Session. I am also including the list of school positions provided by the School
33 District Clerk for information purposes.

34 I would like to take this opportunity to remind the board of the scheduled Town Deliberative Session.
35 The session is set for Saturday, February 3, 2024, at the Old Town Hall located on Church Street.
36 The meeting will begin promptly at 9 AM. It is a pivotal event for our town's democratic process,
37 and I urge all members of the board and community to attend.

38 Should you have any inquiries regarding the filing process or the deliberative session, please do
39 not hesitate to reach out to my office for assistance.

40 Thank you for your attention to these important matters.

41 Sincerely, Kelly Roberts."

42
43 It is determined that the Candidates night will be Thursday 2/8/2024.

44
45 **Town Administrator's Report:**

46 Mr. Harrington states he has 2 items.

- 47
 1. The hauling contract with the Transfer Station is due to expire in March. The current vendor is Casella
48 and Mr. Harrington asks the Board if they would like to continue with them or go out to bid for it and
49 the Board agrees to go out for bid.
 2. Kelly Roberts asked Mr. Harrington to read a memorandum.

1 "I am writing to request your approval to conduct a Rabies Clinic/Licensing Event at the George B.
2 White Building, continuing a valued tradition within our community. The proposed event is scheduled
3 for Sunday, March 24, 2024, from 10:00 AM to 12:00 PM.

4 The clinic will offer quick rabies vaccinations for both cats and dogs, providing an essential service to
5 pet owners in our town. This event is particularly beneficial for ensuring that a larger percentage of
6 pets are vaccinated, which is crucial for public health and safety.

7 We are privileged to have Dr. Elliot More, a resident of Deerfield and the owner of Derry Animal
8 Hospital, administer the vaccinations. Dr. More's participation in past clinics has been instrumental,
9 and we anticipate the same high level of professional service for the upcoming event.

10 The clinic is exclusively for cats and dogs, and we anticipate a strong turnout based on past events.

11 The public has shown great appreciation for this service, and we expect this year to be no different.

12 The clinic will be supported by dedicated local volunteers, in addition to staff from the Derry Animal
13 Hospital, ensuring a smoothly run event with sufficient personnel to assist our residents and their
14 pets.

15 Historically, these clinics have been well-received and well-attended, underscoring their value to the
16 community. They not only provide an important health service but also foster a spirit of community
17 engagement and responsible pet ownership.

18 In light of the above, I respectfully request the Board's approval to hold the 2024 Rabies
19 Clinic/Licensing Event at the George B. White Building. Your support in this matter is critical to its
20 success and to continuing to provide this appreciated service to our residents.

21 Thank you for considering this request. I am available to discuss any further details or questions you
22 may have at your earliest convenience.

23 Warm regards, Kelly"

24
25 The Board approves for Kelly to move forward with the rabies clinic.

26
27 **Unfinished Business/New Business/Other Business:**

- 28 • Unfinished Business – No Unfinished Business
- 29 • New Business – No New Business
- 30 • Other Business – No Other Business

31
32 **Non-Public Session**

33 No non-public

34
35 **Citizen's Comments**

- 36 • Erroll Rhodes. Church Street. Mr. Rhodes asks the warrant articles for publication could be emailed
37 to him and Mr. Harrington states they cannot be released at this time. He then goes onto to express
38 his feelings on TextMyGov and ends with comments on the Town Hall and the water.
- 39
40 • Greg McHugh. Harvey Road. Mr. McHugh expresses his opinion on the battery back-up system for
41 the Town Hall. Selectwoman McHugh asks Mr. McHugh what he does and he states that he installs
42 solar and battery back-up systems and he is a master electrician.

43
44 **Adjournment**

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46 **Motion:** Selectman Barry makes a motion to adjourn.

47 **Second:** Selectwoman McHugh

48 **Discussion:**

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50 **Roll Call Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

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Next Meeting: January 29, 2024 at 5:30 pm

*The Minutes were transcribed and respectfully submitted by Randi Long, Recording Secretary
Pending approval by the Board of Selectmen*

DRAFT