

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
May 6, 2024
MINUTES**

Call to Order

5:30 – Chairman McGarry called the meeting to order

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

Pledge of Allegiance to the Flag.

Hearing – Vicki Bedard – 9 Cole Road:

The Board reviews the photos that Ms. Bedard had sent to the Board. Ms. Bedard is before the Board to ask about the culvert and ditching the town installed at the front of her property.

The Board has not decided on whether or not the town will make the corrections Ms. Bedard is requesting and Chairman McGarry states he has read the RSA pertaining to the culvert and ditching installed and Selectman Huebner states he has not as he relies on others to do so.

3 out of the 5 members have taken the time to drive by and view the culvert and ditching.

The town Counsel was contacted about the RSA's and advice was given to the Board pertaining to the lack of getting a letter out 30 days prior to the project and holding a hearing.

Ms. Bedard is not willing to pay for the work to be done under the guidance of the Road Agent and would like the town to pay for it.

The Board now needs to decide if the town will pay for the change and the Board needs to assess whether there are actual damages caused to residents of the property by the presence of the ditch.

The Board acknowledges they did not know the statute existed about notifying home owners 30 days in advance and holding a hearing.

Selectman Barry states the work needed to be done and then asks the Board if they are willing to pay for it.

Selectwoman McHugh explains why she feels the Board should move forward with the town paying for the work to be down.

Motion: Vice Chairman Pitman makes a motion to have the Road Agent (Pete Schibbelhute) get a price to do the work at 9 Cole Road, that Ms. Bedard is requesting, for their next meeting.

Second: Selectman Huebner

Discussion:

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

Ms. Bedard reads portions of laws, RSAs, and town policies that she feels pertain to the situation and the Board discusses these with Ms. Bedard.

It decided that they will be receiving pricing from the Road Agent at the next meeting and then a decision will be made on whether the Town will pay for the culvert to be extended so there is no ditching.

Tax Warrant – 1st Half Bill:

Chairman McGarry reads portions of the tax warrant from the Town Clerk/Tax Collector.

"In the name of the State you are hereby directed to collect the property taxes in the list herewith committed to you, amounting to the sum of Eight Million Eight Hundred Six Thousand Eight Hundred Seventy-Nine Dollars (\$8,806,879.00) and with interest at eight (8%) percent per annum from July 1, 2024 thereafter, on all sums not paid on or before that day.

And we further order you to remit all monies collected to the Town Treasurer, or to the Town Treasurer's designee as provided by RSA 41:29, VI, at least on a weekly basis, or daily whenever tax receipts total One Thousand Five Hundred Dollars (\$1,500.00) or more.

Given under our hands at Deerfield, New Hampshire, this Sixth day of May in 2024.

Motion: Vice Chairman Pitman makes a motion to sign the tax warrant.

Second: Selectwoman McHugh

Discussion:

Selectman Huebner asks about the figure for the tax warrant and Mr. Harrington explains this is the first warrant of 2024 using half the rate from 2023, it is not half the rate and it does not get added to 2023, the tax collector uses half of the fall rate as an estimate and the second half of the rate will be determined by the Board.

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

Selectman Huebner asks about the estimated 9% rise in taxes, that Chairman McGarry had mentioned in a previous meeting, being on this tax warrant and Chairman McGarry and Selectmen Barry both state that the 9% rise is not on this tax warrant.

Bid Opening; Road Reconstruction, Roadside Mowing, Winter Sand:

- Road Reconstruction. 2 bids.

1. Manchester Sand, Gravel, and Cement Company

FOB Road Reconstruction Materials and Processed Gravel

1 1/2"	Processed Gravel	\$10.00/ton
3/4"	Processed Gravel	\$11.00/ton
3"	Minus Bank Run	No Bid
1 1/2"	Stone (2" Minus)	\$12.00/ton
3/4"	Stone	\$15.00/ton
2"-4"	Erosion Stone	No Bid
6"	Erosion Stone	\$12.00/ton

2. Northeast Earth Mechanics LLC

FOB Road Reconstruction Materials and Processed Gravel

1 1/2"	Processed Gravel	\$11.25/ton
3/4"	Processed Gravel	\$12.75/ton
3"	Minus Bank Run	\$10.75/ton
1 1/2"	Stone	\$25.00/ton
3/4"	Stone	\$25.00/ton
2-4"	Erosion Stone	\$25.00/ton
6"	Minus Erosion Stone	\$25.00/ton

Delivered Road Reconstruction Materials and Processed Gravel

1 1/2"	Processed Gravel	\$19.25/ton
3/4"	Processed Gravel	\$20.75/ton
3"	Minus Bank Run	\$18.75/ton
1 1/2"	Stone	\$33.00/ton
3/4"	Stone	\$33.00/ton
2-4"	Erosion Stone	\$33.00/ton
6"	Minus Erosion Stone	\$33.00/ton

The Board asks the Road Agent (Pete Schibbelhute) to reach out to Manchester Sand, Gravel, and Cement Company for a delivery rate and then review the bids and provide his recommendation. Mr. Schibbelhute explains what they do if they cannot gravel from the contracted provider.

1 - **Roadside Mowing. 3 Bids.**

2 1. Talco Enterprises

3 68 miles \$220.00 per mile Total Cost of \$14,960.00

4 2. Summit Contracting Ltd

5 68 miles Total Cost of \$8,600.00

6 3. Sanborn Industries

7 68 miles Total Cost of \$11,500.00

8 - **Winter Sand. 1 Bid.**

9 1. Northeast Earth Mechanics, LLC

10 Delivered to the Deerfield Maintenance Facilities \$18.40 per ton

11 **Jack Hutchinson – Age-Friendly Deerfield Group:**

12 Mr. Hutchinson is present to go over the mission statement and principles of the Age-Friendly Deerfield

13 Group with BOS before using it officially.

14 Selectman Huebner asks how formalized the BOS would like the recent committees formed to be and the

15 Board agrees they do not need to be formalized at this point but per Mr. Hutchinson's request and

16 explanation of the program and funding they will make the Age-Friendly Deerfield Group an official

17 committee or working group.

18
19 **Motion:** Selectman Barry makes a motion to makes the Age-Friendly Deerfield Group a

20 committee/working group for the Town of Deerfield.

21 **Second:** Vice Chairman Pitman

22 **Discussion:**

23
24 **Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

25
26 Mr. Hutchison goes on to explain further work the group is researching and accomplishing.

27
28 **Longevity Awards:**

29 1. Cindy McHugh. 15 years of service.

30 2. Anne Myers. 5 years of service.

31
32 **Regular Business**

33 **Review of Outstanding Minutes 4/22/2024:**

34
35 **Motion:** Vice Chairman Pitman makes a motion to approve the minutes from 4/22/2024 as

36 written.

37 **Second:** Selectwoman McHugh

38 **Discussion:**

39
40 **Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

41
42 **Payroll Manifest/Accounts Payable Manifest:**

43 • Payroll Manifest – No payroll

44 • Accounts Payable - \$61,113.51

45
46 **Motion:** Vice Chairman Pitman makes a motion to approve the accounts payable in the amount

47 of \$61,113.51.

48 **Second:** Selectwoman McHugh

49 **Discussion:**

1 **Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

2
3 **Signatures/Correspondence:**

4 • Signatures

- 5 - Current Use Assessment. David Park. Parkfield Way. Request to put 34 acres into Current Use.
6 12 acres will remain out of Current Use.

7
8 **Motion:** Vice Chairman Pitman makes a motion to approve David Parks current use
9 assessment to put 34 acres into current use.

10 **Second:** Selectwoman McHugh

11 **Discussion:**

12
13 **Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

14
15 Selectman Huebner asks about denying putting land into current use and Selectman Barry states
16 he believes something from the Assessor saying it is not a good idea would reason for denial but
17 he does not recall ever having to deny a current us request.

- 18
19 - Elderly Tax Exemption. Kenneth Rousselle. 2 Bill Hill Road. \$70,000.00 exemption.

20
21 **Motion:** Vice Chairman Pitman makes a motion to approve the elderly tax exemption in
22 the amount of \$70,000.00 for Kenneth Rouselle at 2 Bean Hill Road.

23 **Second:** Selectwoman McHugh

24 **Discussion:**

25 It is determined that if the exemption is coming to the Board, it meets all the qualifications
26 per the rules and guidelines the Assessor must follow.

27
28 **Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

- 29
30 - Elderly Tax Exemption. Virginia Foster. 69 Mount Delight Road. \$154,000.00 exemption.

31
32 **Motion:** Vice Chairman Pitman makes a motion to approve the elderly tax exemption in
33 the amount of \$154,000.00 for Virginia Foster at 69 Mount Delight Road.

34 **Second:** Selectwoman McHugh

35 **Discussion:**

36 Chairman McGarry reads a note from the Assessor on the exemption, "tax payer meets
37 all statutory requirements for the elderly exemption per RSA 72:39-a."

38
39 **Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

- 40
41 - Elderly Tax Exemption. Scott Thomas. 8 Wild Turkey Road. \$110,000.00 exemption. Note, tax
42 payer meets all statutory requirements for the elderly tax exemption.

43
44 **Motion:** Vice Chairman Pitman makes a motion to approve the elderly tax exemption in
45 the amount of \$110,000.00 for Scott Thomas at 8 Wild Turkey Road.

46 **Second:** Selectwoman McHugh

47 **Discussion:**

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

- 50
51 - Elderly Tax Exemption. Charles Butterfield. 47 Harvey Road. \$70,000.00. Note, tax payer meets
52 all statutory requirements for the elderly tax exemption.
53

Motion: Vice Chairman Pitman makes a motion to approve the elderly tax exemption in the amount of \$70,000.00 for Charles Butterfield at 47 Harvey Road.

Second: Selectwoman McHugh

Discussion:

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

Selectman Huebner brings up the elderly tax exemption warrant from this past election and how the Board was supposed to be looking into how to move forward with a legal form of the warrant for next election. He ends with stating he would like to comment that they should decide on how to move forward with this.

Chairman McGary asks Mr. Harrington to look into it and Mr. Harrington explains how the statute works and what they can and cannot change and how to move forward. It is agreed they have some time as the next election season for new warrants is some time from now.

- Solar Exemptions. Chairman McGary will read them off and then they will vote.

1. Robert and Virginia Bruce. 50 Ridge Road. \$12,600.00
2. Stephen and Robin Barry. \$8,400.00.
3. Fridrick Klein-McNeil. 173 North Road. \$5,880.00.
4. Charles Shaw. 15 Whittier Road. \$18,000.00.
5. Deborah DeCoste. 85 Mountain View Road. \$29,400.00.
6. Jeffrey Caira. 224 Middle Road. \$19,200.00
7. Julia and Eric Sunderlin. 65 Ridge Road. \$14,400.00
8. Karen Edmund. 3 Companion Road. \$19,200.00

Motion: Vice Chairman Pitman makes a motion to approve all 8 Solar Exemption the Chairman read off.

Second: Selectwoman McHugh

Discussion:

Selectman Huebner asks how the exemption amount is determined between Selectman Barry and Vice Chairman Pitman they explain to the best of their knowledge how it is determined. For the exact explanation Selectman Huebner would need to reach out to the Assessor.

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

- Recycling Committee Oaths of office. Chairman McGary will read them off and then they will vote.

1. Wadsworth Winslow
2. Julie DeCosta
3. Melissa Zych
4. Kerry Godlewski
5. Suzanne Steele
6. Robert Prieto
7. Scott Stantial
8. Maureen Quinn

Motion: Vice Chairman Pitman makes a motion to approve all the oaths of office Chairman McGary read off.

Second: Selectwoman McHugh

Discussion:

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

- 1 - Mr. Harrington states the Town Clerk has requested the Board to recognize the Energy
2 Committee so they can take their oaths of office.
3

4 **Motion:** Selectwoman McHugh make a motion to formally recognize the Energy
5 Committee.

6 **Second:** Selectman Barry

7 **Discussion:**

8 Selectman Huebner asks about a mission statement and Vice Chairman Pitman states it
9 is coming.
10

11 **Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**
12

- 13 • Correspondence
14 - Chairman McGary reads an email from Barbra and Rob Mathews in support of the Bedard's on
15 Cole Road. They would like to see the town pay for the culvert to be extended so the ditching will
16 be filled in and the lawn restored.
17
18 - Payroll Manifest. Week ending 4/24/2024. Previously approved and signed. \$91,174.01 Gross.
19 \$58,914.71 Net.
20
21 - Accounts Payable Manifest. 4/29/2024. Previously approved and signed. \$1,532,307.20. \$1.5
22 million was for the school.
23
24 - Chairman McGary reads an email from Scott Shepard at 46 Brown Road. Mr. Shepard expresses
25 his dissatisfaction with the condition of Brown Road and the unsatisfactory answers from the
26 Road agent. He explains the roads condition and what he feels is needed to fix it.
27
28 - Letter from the Department of Revenue Administration. The letter is the official notification of the
29 2023 total equalized valuations of all the property in Deerfield.
30 Selectman Huebner questions why the numbers are what they are and Chairman McGary and
31 Selectman Barry explain why the numbers are what they are.
32

33 **Town Administrator's Report:**

34 Mr. Harrington states he has one item.

- 35 - The Building Inspector resigned and his last day was Wednesday. Mr. Harrington explains that since
36 the resignation he has been working with the Allenstown Building Inspector/Code Enforcement Officer
37 on an intermunicipal agreement as interim until the position in Deerfield can be filled. Once Mr.
38 Harrington has the agreement, he will present it to the Board for review and approval.
39 Selectman Barry asks about the Transfer station since our building inspector was managing it and Mr.
40 Harrington explains that the employees are coming to him for and how he is keeping it running for
41 now.
42

43 **Unfinished Business/New Business/Other Business:**

- 44 • Unfinished Business.
45 - Contract from Greg McHugh for review on the tree work at Veasey Park. They have awarded the
46 job to Messina Excavating with a total cost of \$10,000.00.
47 Two other quotes they received are:
48 1. Accurate Tree Service has a total cost of \$10,450.00
49 2. Gill's Professional Tree Care has a total cost of \$9,800.00
50
51 - Recommendations: Mowing Bids and Central Station and Library Septic Bids

- 1 1. Mowing bid recommendations from Ray Ellis – Mr. Ellis starts by informing the Board that
2 Mark Tibbets pulled his bids due to personal reasons.
3 Mr. Ellis recommends going with Blue Sky for all the mowing and he explains why. It is
4 clarified that Blue Sky did the Town building and Cemetery mowing last year.
5

6 **Motion:** Selectman Barry makes a motion to award the mowing bids for mowing of the
7 town Buildings, town grounds, athletic fields, cemetery, transfer station and transfer
8 station hill to Blue Sky per Mr. Elli's recommendation.

9 **Second:** Selectwoman McHugh

10 **Discussion:**

11 Selectman Huebner confirms with Mr. Ellis that Blue Sky agreed to match the lower
12 pricing from other bidders if they received all the mowing bids.
13

14 **Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**
15

- 16 2. Central Station and Library Septic Bid recommendations from Ray Ellis – Mr. Ellis explains
17 that only 2 bidders provided all the necessary information and only 1 of the eligible bidders
18 came and walked the site with Mr. Ellis. Mr. Ellis also checked with all the references
19 provided by both eligible bidders and it is his recommendation to go with Abbey Run
20 Construction.
21

22 **Motion:** Selectman Barry makes a motion to award the bid to Abbey Run Construction.

23 **Second:** Selectwoman McHugh

24 **Discussion:**

25 Chairman McGary and Mr. Ellis discuss the ledge at the site and the possibility of not
26 having to move any which would be a cost saver.

27 Selectman Huebner points out they are not sacrificing much of any savings and the lack
28 of references from others.

29 The total cost from Abbey Run was \$48,000.00 but if you remove the cost for removing
30 ledge, \$1,200.00, the new cost will be \$1,200.00 less.
31

32 **Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**
33

34 • New Business

- 35 - Selectman Huebner states he has a couple of items.

- 36 1. The minutes of the BOS meetings. He would like to suggest that more detail is added about
37 topics and the Vice Chairman Pitman agrees to this.
38 2. Selectman Huebner begins to read what he wrote about the school's default budget for 2024
39 and how he feels there is a discrepancy. Selectman Barry interrupts and states that the BOS
40 has no purview over the school district or SAU and how they operate. Selectman Huebner
41 then continues to read what he wrote about why he feels the BOS is involved to an extent. He
42 would like to have the Town Counsel review the school's budget.
43

44 **Motion:** Selectman Huebner makes a motion for the BOS, due to a discrepancy in the
45 school's default budget, consult with the Town Counsel about this and seek remedies
46 that protect the taxpayers of Deerfield and the legal liability of the BOS of Deerfield.
47

48 Chairman McGary declares the motion out of order because the BOS has nothing to do
49 with the school or SAU and he recommends that Selectman Huebner go to the School
50 Board with his concerns.

51 Selectman Huebner feels the BOS pays the school so it is the BOS's responsibility to
52 look into if there are any discrepancies.

53 Selectman Barry agrees with Chairman McGary and if anyone has concerns, they need
54 to attend a School Board meeting to voice their concerns.

Chairman McGary reiterates that any citizen or selectman questioning the schools budget needs to bring it up with the School Board and not the BOS.

Selectman Huebner withdraws his motion -no vote taken

- Chairman McGary has received information from the Municipal Association. It is a disclaimer about the information they put out with the municipal wage data. Chairman McGary reads the disclaimer of the wage info on their website and why it should not be used for a wage study. Selectman Huebner explains that he understands the disclaimer and why they would have it on the website and then explains why he feels they can still use it for a wage study for the Town of Deerfield. He then goes over the concerns Chairman McGary expressed about the information Selectman Huebner had collected about the wage study and then provides an updated version of his study using the Municipal Association's website with the concerns addressed and goes over his findings.
Chairman McGary thanks Selectman Huebner and reiterates the disclaimer.
- Selectwoman McHugh states she attended a meeting with the Recycling committee and asks if it would be possible to ask the current employees of the transfer station if one of them would be willing to attend an upcoming Recycling Committee meeting with the NRRA Association. It is clarified that the employee who goes would be paid their normal hourly rate and mileage to attend. Mr. Harrington states he will reach out to the current employees about the meeting.
- Selectman Huebner states he asked Pete Schibbelhute to give an update on road progress. Mr. Schibbelhute provides an update of all the work the highway department has accomplished over the past three weeks and projects he is working on accomplishing. Selectman Huebner asks about Haynes Road and Mr. Schibbelhute explains some issues they are running into and what they are doing to try to fix it.
Mr. Schibbelhute ends by asking the Board for permission to haul material away from the Town Pit at his own expense and the Board is okay with it.

- Other Business -No other business

Non-Public Session

No non-public

Citizen's Comments

- Kathy Shigo. Cate Road. Ms. Shigo suggests to pave Brown Road since it is well traveled due to the transfer station being on the road.
- Harriet Cady. Ms. Cady thanks the road crew for all the tree clean-up work. Ms. Cady would like to know how the town is being notified with instructions on how to opt out of the new electric company and Selectman Barry goes over what was made clear on how to do this. Mr. Rhodes comes up and tells Ms. Cady when this will be occurring and how to opt out and reassures her that she has time.
- Suzanne Steele. Recycling Committee. Ms. Steele lets the Board know that the name of the NRRA meeting is Member Operations and Marketing meeting and the next one is Wednesday 5/8 from 9am to 10:30am in Keene, NH and the next will be in July at the facility in Epsom, NH and she then goes over what the meetings consist of. Lastly, she states there is a recycling conference happening through NRRA 6/3 and 6/4 at the Grappone Conference Center and she would like to see at least one transfer station employee attend the conference.
Ms. Steele. 8 Harvey Road. Citizen comment Ms. Steele encourages the Board to keep the Building Inspector and Transfer Station Manager separate jobs.

Adjournment

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

2 **Second:** Vice Chairman Pitman

3 **Discussion:**

4
5 **Vote: Yea 5, Nay 0, Abstained 0 - Motion Carries**

6
7
8 **Next Meeting: May 20, 2024 at 5:30 pm**

9
10 *The Minutes were transcribed and respectfully submitted by Randi Long, Recording Secretary*
11 *Pending approval by the Board of Selectmen*
12