

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
September 14, 2020
MINUTES**

Call to Order

5:30 pm – Chairman Robertson called the meeting to order

Present: Andrew Robertson, Chairman; Richard Pitman, Vice Chairman, Fred McGarry, Alden Dill, and Cynthia McHugh, Selectmen.

Pledge of Allegiance to the Flag

Chairman Robertson asks all to rise and pledge allegiance to the Flag

Chairman Robertson stated that the first order of business this evening is to run through some 2021 proposed budgets. He believed that they had some people on the line with them to discuss those.

This is for the most part, the low hanging fruit budgets this evening and didn't expect to see a lot of changes but he stated that they would start in the order that they are on the agenda and first up is the Zoning Board. It is on Page 18 in the budget material and does include the backup material.

2021 Budget Review:

Zoning Board – Page 18

The proposed budget for 2021 for the Zoning Board is \$4,306.00 which is a 27 percent increase and also included is the backup material. He didn't know if the Zoning Board Chair was with them to which the town administrator asked if he was on the line to which he was not.

Chairman Robertson stated that since he was not, if they could turn to the back, Josh has presented them with a couple of things.

It looks like the primary increase is an increase in the part-time employment line to which the town administrator agreed.

The chairman continued that there is a miniscule increase in the maintenance and vendors which the chairman assumed was a contract of some sort to which the town administrator agreed it was.

Selectman Dill asked if it was because there were more hours or increase in pay.

Mr. Harrington stated that it was an increase in pay, the per hour rate.

Selectman Dill stated that he meant on the employee?

Mr. Harrington stated that this was an increased rate from the COLA from last year. The rate is included from last year because the COLA was a warrant article.

Selectman Dill stated that they were going to be seeing this with a lot of them.

Chairman Robertson asked if there were questions regarding the ZBA budget from the Board.

Motion: Vice Chairman Pitman moves to approve the ZBA budget of \$4,306.00

Second: Selectman Dill

Discussion:

Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Planning Board – Page 17

The proposed budget request is \$22,299.00. This is a \$2,512.00 or 5.61 percent decrease from last year. They had quite a bit of backup there and actually, the part time employee line has decreased for the Planning Board.

Mr. Harrington stated that he just wanted to point out that this is a place keeper. The Planning Board has not submitted their budget for 2021 yet so this is last year's budget flat which they might want to wait until they get back.

Chairman Robertson stated that maybe Selectman McGarry could give them some detail.

Selectman McGarry stated that he spoke with Pete Schibbelhute, who is the chair, and he had said that he was okay with going with the numbers presented with the exception of the master plan and he thought that they should be looking at the COLA too, with regard to hours.

He continued that it is showing the same rate, \$19.11.

Mr. Harrington stated that the salary section is correct even though it is last year's budget numbers that are flat, the salary is updated and current.

Selectman McGarry continued that because of the vote not to support the master plan this year, the Planning Board has decided to go with this year, increasing their budget by, Pete had initially said, \$10,000.00 under the master plan line which is 396 and so that would bump that up to \$52,290.00 and with it only being \$10,000.00, they are looking at a two or three year period to actually prepare the actual master plan so they are looking at subsequent budgets of \$10,000.00 increase for each year for two years or three years, depending on how successful they were.

Chairman Robertson asked if he wanted to make a motion to increase that to \$52,290.00 or do you want to leave it until they could get a reworked budget sheet?

Motion: Selectman McGarry moves to increase the Planning Board's budget to \$52,290.00 (line 396)

Second: Selectman Dill

Discussion: Selectwoman McHugh asked if they could do that since it was voted on not to allocate money to update the master plan.

By numerous members of the Board, they stated that they could.

Chairman Robertson stated that the amount includes the additional \$10,000.00 to bring the budget up to \$52,290.00

Chairman Robertson asked if there were any questions or concerns from the Board.

Selectman McGarry stated that there was some discussion and is reflected at a previous meeting to use some unexpended money from this year for working on the master plan but as the Board had discussed, with regard to other items that had come up previously where the voters said no, it's very obvious that they can't use any unexpended money from this year to be able to start work on the master plan and would have to look to increase their budget for next year to be able to support that.

Chairman Robertson stated that he would add that they are fairly safe that if the Planning Board comes back and stated that they didn't really need to put \$10,000.00 in there so they could bring that back to the Board and they could certainly reconsider.

Selectman Dill asked what the thought process concerning budgeting (couldn't hear rest of question).

Mr. Harrington stated that there was concern that they would lose the warrant article again.

Vice Chairman Pitman stated that he would like to wait until they have the facts so that they do it once. He stated that he knows that they need a master plan but thought that they had a feeling that they should get Pete (couldn't hear) approve this.

Chairman Robertson stated that there are a couple of things that they could do. They can vote it. If it fails, they could consider it at a later time or the maker of the motion can withdraw the motion and wait until they had more information.

Selectman McGarry, maker of the motion, withdraws his motion.

Selectman Dill, second of the motion, withdraws his second.

Chairman Robertson stated that they are going to wait on the Planning Board until they can get a revised budget sheet.

Building Department – Page 39

Chairman Robertson stated that this is Building Inspection. Building Inspection requested a budget for 2021 of \$63,209.00, an increase of \$11,103.00 which equates to about 21% uptick.

It looks like the large part of this increase is the part-time employee, if he was seeing this correctly to which Mr. Harrington stated no, it is the full-time employee.

Selectman Dill asked another question of Mr. Harrington as to how they are losing \$2,199.00 on legal. It is down to \$1.00.

Multiple members of the Board spoke but could not understand any of them.

Selectman Dill stated that it states in the budget that there is no pending litigation but that seems kind of

He asked Mr. Harrington if it was explained to him to which he answered that he did not. He did not know if he was on the phone and asked if he was.

Chairman Robertson stated that he thought that they would need to talk to Rick on this. He has a jump in the full-time line from \$43,400.00 to \$57,600.00 and he didn't know how the rest of the Board felt but thought that they should get Rick to address.

Multiple members agreed.

Vice Chairman Pitman asked if he took something from landfill and put it back on this?

Mr. Harrington stated that Mr. Pelletier's salary is broke up and is in in the backup and you can see where part of it goes, 80 percent is for the building inspector and 20 percent is paid by the transfer station.

Vice Chairman Pitman stated that he didn't want to short Rick.

Mr. Harrington stated that he would table it if that was the will of the Board to which the chairman stated that it was.

Transfer Station – Page 56-60

Chairman Robertson stated that he had the same question. They have a transfer station total requested of \$82,587.00 and that seems light for the transfer station and asked if others thought so.

Mr. Harrington stated that the total is all the way to the back. \$292,900.00

Chairman Robertson stated that it was \$292,900.00 and that is up from \$235,101.00, a 25 percent increase and part of that is due to the cost of hauling and disposing of materials which Rick has spoken to them about.

Mr. Harrington stated that this has really shown itself in this budget cycle. Recyclables are way up and the hauling for them so he is trying to calculate what they were going to be spending next year.

Selectman Dill calculated that it is a 200 percent increase on recyclable costs.

Chairman Robertson added and a \$20.00 per trip on the hauling.

Selectman Dill stated that solid waste was up also.

Chairman Robertson stated that this sort of plays in their previous conversation because the full-time salary has gone up as well and is assuming that it is part of the COLA to which Mr. Harrington agreed. That is \$11,460.00 right there.

Chairman Robertson asked what the Board's pleasure was? Do they want to talk to Rick about both of these to make sure that they have the full-time salary correct?

If not, he thought that Rick was the number 1 or number 2 highest paid employee.

Let's try to get Rick into the next meeting John so he can explain, particularly about the salaries.

Selectwoman McHugh asked if the department heads, are they not supposed to be with them to which Mr. Harrington answered that they are supposed to be here with them and were sent reminders and they all got the master schedule that is in your folders.

Mr. Harrington stated that they did have Candace Yost with them on the phone.

Library – Page 71

Chairman Robertson stated that they have a 2021 requested budget of \$154,901.00 for the library. That is an increase of \$46,271.00, about a 43 percent increase and he was assuming that the children's library was included in this to which Mr. Harrington stated that it was.

Vice Chairman Pitman stated it was approved once.

Mr. Harrington stated that it was voted in on a warrant article so it becomes part of the budget going forward.

Chairman Robertson asked if they had questions about the budget or for Candace?

Vice Chairman Pitman stated that he was good if they are.

Selectman Dill stated that there was a pretty big increase in Maintenance and Repair and Contracted Services so if she needed to speak to that so that the Board knew what they were doing.

Mr. Harrington stated to Candace that the Board would like you to explain the Maintenance and Repair for Contracted Services if she could?

(The chairman and board members spoke among themselves regarding some items on the library budget but it wasn't very audible.)

Ms. Yost joined the meeting and stated that she had an adjustment for the Contracts which will bring it down a little. For the update to Atrium software, they are still doing that but the price is different now. It is quite a bit less so it is going down to \$1,190.00 instead of the \$2535.00 and she knew that it was still a quite a bit of an increase but they were updating to a software that will give their patrons better access, especially remotely and doing things at home, they definitely need that upgrade now.

They are also upping their cleaning service to three times a week instead of two. Again, that is kind of a COVID consideration and also, before they shut down, they were getting busier so they needed more cleaning so that's why Contracts is up.

Maintenance and Repair, they needed to do some updates on the outside of the building, fix up the front and try to do some repairs there, that is why the extra \$1,000.00 is there.

Selectman Dill inserted that there were no major projects that she knew of and Candace stated nothing major, just little things that add up.

Chairman Robertson asked the Board if they had any other questions for Candace?

Vice Chairman Pitman stated that he was all good.

Chairman Robertson asked if she was comfortable if they reduced that amount by, it looks like, \$1,345.00 on the total bottom line Candace which would be the difference between the \$2535.00 and the \$1,190.00 for the Atrium software?

Ms. Yost stated, absolutely.

Chairman Robertson stated that someone that is quicker on a calculator tell me what the difference between \$46,271.00 minus \$1,344.00 and Mr. Harrington stated that it was \$44,927.00.

Very good and so the new bottom line for the 2021 requested Library budget will be \$153,557.00.

Mr. Harrington asked which line is being reduced which is was answered the Contract line and it was being reduced by \$1,344.00.

Motion: Vice Chairman Pitman moves to approve the Library budget with the new total of \$153,557.00

Second: Selectman McGarry

Discussion:

Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

The Board and Mr. Harrington thanked Ms. Yost.

Cemeteries – Page 24

Chairman Robertson stated that they had a requested 2021 budget for Cemeteries of \$46,401.00. This is a \$24,949.00 increase to works out to a little over 116 percent in terms of percentage increase.

Mr. Harrington asked if anyone from Cemeteries on the line?

Chairman Robertson stated that in their backup, they had some pretty good support about why they are looking for this including looking for a superintendent which is included which increases the superintendent's wages or stipend from \$1,600.00 to \$5,000.00 to try to attract somebody.

The biggest chunk of this is tree work which the trustees have spoke to the Board over the last several years in regard to that they would like to move the \$5,000.00 amount in their current budget to \$15,000.00 to try to get some of the trees taken care of.

The other thing that they will see is that the contractors that mow, trim, clean up.

Selectman Dill added so the Maintenance contract is pretty much the mowing of what it usually is to which the chairman agreed.

Selectman Dill spoke but it wasn't clear.

Selectwoman McHugh stated that she thought that they were going to get another quote on tree removal and the vice chairman stated that (next part not understandable) they might not want (couldn't understand).

Chairman Robertson thought that they were trying to peck away at it a little bit.

Vice Chairman Pitman asked the chairman a question to which he answered that there were two dead bull pines that were in there that needed to come down.

Vice Chairman Pitman stated that he thought that this was going to go out to bid.

Mr. Harrington stated that he did pass that along to the Cemetery trustees. They are considering that and they are also considering just making it happen with donated funds as well.

Chairman Robertson added that he had mentioned that at a meeting and others on the Board stated that that was for this year.

Mr. Harrington stated that this would be for next year, just regular tree maintenance. That is aside from the Parade Road cemetery that he brought up.

Motion: Selectman Dill moves to approve the Cemetery Budget for 2021 at \$46,401.00

Second: Selectman McGarry

Discussion:

Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Executive – Page 1

Chairman Robertson stated that Executive would be them and the Board has requested for the 2021 Executive Budget in the amount of \$17,501.00 which is up by \$10,020.00, an increase of 135 percent. He knew that isn't selectman salaries so,

Mr. Harrington stated that this is the services fees for the Trustees of the Trust Fund maintenance. The Board agreed to pay for it for five years.

Selectman Dill states that also, so everyone has a clear understanding of the number, it is not the Board paying the Trustees of the Trust Fund. This is because interest rates are down and they are not making enough money.

Mr. Harrington stated that there is not interest being generated by the Cemetery Trust Fund to pay for the actual maintenance of the trust funds.

Selectman Dill stated that he just wanted to get that out there that they are not paying hundreds of thousands to the trustees and Mr. Harrington agreed.

Motion: Vice Chairman Pitman moves to approve the 2021 Executive budget of \$17,501.00

Second: Selectman Dill

Discussion:

Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Ambulance Contract – Page 32

Chairman Robertson stated that the Ambulance contract amount, and this is a stipulated amount by contract, is \$13,000.00 for 2021.

Motion: Selectman Dill moves to approve the Ambulance contract in the amount of \$13,000.00

Second: Vice Chairman Pitman

Discussion: Mr. Harrington stated that he just wanted to make sure that it appears in the minutes, this is the last year of the contract for the ambulance. It ended in April of 2021.

Selectwoman McHugh stated that it has gone up and Mr. Harrington stated this also. Each year of the four years, it has gone up. It just is that the budget has not kept up with it.

Selectwoman McHugh spoke but was too low to understand.

Selectman Dill asked when it was going to be put out again to see if they are taking contracts again?

Mr. Harrington stated that Matt Fisher is checking on that to see if they are interested in renewing a contract and negotiating a new one.

Chairman Robertson stated that they may have to adjust this budget again.

Selectman Dill stated that April of 2021 doesn't seem that far away.

(A couple of board members talked over each other so couldn't transcribe.)

Selectwoman McHugh stated that they usually have a 5-year contract or a 3-year contract to which Mr. Harrington stated that it was a 4 or 5-year contract that they were finishing up now.

Chairman Robertson asked since they had a motion and a second, they could approve it with the understanding that they well may have to adjust this afterwards.

Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Mr. Harrington stated that as soon as he has information, he will bring it to the Board.

Forestry Commission – Page 79

Chairman Robertson stated that it is a zero-based budget and he believed that it was because of the Conservation Committee now handles the Forestry Commission.

Mr. Harrington stated that he was correct. It is six dollars.

Chairman Robertson stated that he misspoke and it was level funded for \$6.00.

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Motion: Vice Chairman Pitman moves to approve the budget for the Forestry Commission of \$6.00
Second: Selectman Dill
Discussion:
Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Debt Services – Page 81-86

Mr. Harrington stated that they had multiple categories if you page all the way through.

Chairman Robertson stated that there is a place marker of \$1.00 because they don't have any outstanding debt service.

Motion: Selectman Dill moves to approve the Debt Services budget of \$1.00
Second: Vice Chairman Pitman
Discussion:
Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Heritage Commission – Page 74

Mr. Harrington stated that they had Deb Boisvert on the line for the Heritage Commission.

Chairman Robertson stated that for 2021, at least on his sheet, they have a requested budget of \$600.00 which is the same as prior years, zero percent increase and they had Deb Boisvert from the Heritage Commission online with them and asked if she could give them an overview.

Ms. Boisvert stated that in the past number of years they haven't fully expended their \$600.00 but this year and next year, they are planning on doing some mailings to targeted groups in the historic districts and also to the whole town to make them aware of the new projects that they have online and this actual budget this year won't cover all of that balance but they are planning on taking the additional \$350.00 from the Heritage Foundation which is where they have put the excess for years that they haven't spent it.

Chairman Robertson asked if they had any questions for Ms. Boisvert?

Motion: Vice Chairman Pitman moves to approve the Heritage Commission's budget of \$600.00
Second: Selectwoman McHugh
Discussion:
Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Memorial Day – Page 73

Chairman Robertson stated that it is basically patriotic purposes and for the Memorial Day budget, they have a request for \$600.00 for Memorial Day budget and the celebration/recognition of Memorial Day.

He would note that this has not been spent in previous years.

Mr. Harrington stated that there have been donated flags over the years, sporadically, so some years they do not spend the money for flags for the cemeteries but there are years that the donations do not come in and they do buy them.

Selectwoman McHugh asked who did that to which Mr. Harrington stated that he thought that the Legion was involved in some way and the chairman added that he thought that the boy scouts also were involved.

Mr. Harrington stated that he knows that there have been years, and this past year was one of the them.

Selectwoman McHugh asked if this was for the flags and holders comes under to which Mr. Harrington stated that she was correct and they do have to buy them.

Motion: Selectwoman McHugh moves to approve the Memorial Day budget for 2021 of \$600.00
Second: Selectman Dill
Discussion:
Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Advertising – Page 28

Chairman Robertson stated that this was their NH Municipal Association dues to which Mr. Harrington stated that he was correct.

Chairman Robertson stated that the amount requested for 2021 is \$4,309.00. It is up a little bit from the prior year which was \$4,019.00.

The NH Municipal Association dues are based on town population and that what drives the increase.

Mr. Harrington stated that this line here has been over budget for the past three years. They spend more than they have in the budget to pay for the dues. It has not kept up.

Vice Chairman Pitman stated that they all go to dues to which Mr. Harrington stated that they pay the membership.

Motion: Selectman Dill moves to approve the Advertising budget for the 2021 budget at \$4,309.00

Second: Selectman McGarry

Discussion:

Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Chairman Robertson stated that this leaves them to their last entry which is the Supervisors of the Checklist which is on Page 5.

Supervisor of the Checklist – Page 5

Mr. Harrington stated that they did have Joanna Waring with them on the phone speaking to that budget.

Chairman Robertson stated that they have a 2021 requested budget for the Supervisors of the Checklist \$3,933.00. That is a \$1,309.00 increase from the prior year which equates to about a 50 percent increase.

The chairman asked Ms. Waring if she could give them just an overview of her backup material regarding her budget.

Ms. Waring, asking if they could hear her to which all could.

Obviously, the Supervisors budget fluctuates each year based on the elections that they have. Coming up in 2021, it is their slow year for elections which they have two deliberations sessions and one town election but it is the ten-year anniversary which they have to do what they call the “purge” of the checklist.

So, in the budget, besides the three elections, they added some money in there to do the purge. Obviously, it is the first one that they have done. The checklist is in pretty good shape so she didn't think that it was going to be a super big project for them.

They have to go through the checklist for names, mail out letters which increases their postage line because they will have to send letters to a number of voters.

She also believed that they were going to have to post legal notices so they had to up that line. State law requires notices, not just to post on the town website and the only other big thing that they asked for is that they want to buy a shredder. The one that they have now, she has tried to fix it, she has tried oiling it but cannot get it to work so they need a new shredder.

That should pretty much cover what they had in the budget.

Chairman Robertson thanked Ms. Waring and asked the Board if they had any other questions for her while they had her with them.

Selectman McGarry asked if the legal notices were because of purging to which Ms. Waring stated that when she read the RSA, it does say that they have to put notices in the newspaper on when they were going to do the purge.

Basically, anyone that hasn't done anything in the last four or five years, they can remove them from the checklist.

She tried to call to see if that was one of the ones that got exempted but they didn't want to talk to her because they were too busy with elections so from what she is reading, the RSA states that it does require legal notices in the newspaper for them to do this.

Chairman Robertson thought that it was certain that this was required.

Ms. Waring stated that they added money for that. That is something that they don't normally do that they are going to have to do next year.

Motion: Selectman Dill moves to approve the budget for 2021 for the Supervisors of the Checklist for \$3933.00

Second: Selectman McGarry

Discussion:

Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

All thanked Ms. Waring

Chairman Robertson stated that they are going to review the town property auction bids from this last Saturday auction and except for one decline, the offers were made on all but one of the properties to which Mr. Harrington agreed.

Vice Chairman Pitman asked if the chairman wanted a motion on all of these to which the chairman stated that this would be an easy way to do it, they could.

Mr. Harrington stated that all the information is on the list if they wanted to read it off.

Chairman Robertson asked if someone could make a motion to accept the list as presented minus number 18?

Motion: Vice Chairman Pitman moves to accept the list as presented minus number 18

Second: Selectwoman McHugh

Discussion: Chairman Robertson stated that for those that can't see what they are looking at, the Board of Selectmen is looking at the description of 22 parcels of lands. One was not bid on and one they are going to hold off selling at this time which brings them down to 20 parcels.

They are also looking at the bid price at auction. The assessed value as of 2020 as well as taxes, fees and interest and penalties of properties that were tax deeded.

He stated that he could give them some highlights.

The total tax, interest and fees and penalties were \$441,758.38, total bids were \$372,500.00. They are making a couple of adjustments to this. They are retaining on piece of property and one of those pieces of property was not bid on.

Vice Chairman Pitman and Selectwoman McHugh stated that the three Estrella properties need to be deducted from the \$441 to which the chairman agreed.

Two of the largest parcels that they had up for auction were removed from the auction on Saturday morning due to a court injunction and that would drastically reduce the \$441,756.00 number listed.

Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

The chairman stated that it only required one signature.

Mr. Harrington stated that he wanted to bring their attention to sale number 18 and multiple members stated that the motion did not include that parcel.

Vice Chairman Pitman stated that they allowed Jay St. Jean to approach the high bidder to see if he was interested in \$10,960.00.

The purpose of that motion is that there are \$10,960.38 of tax interest and penalties due on that property and the high bid was \$8,000.00 and the Board would like to see if there was wiggle room in the negotiations to get back to the total tax interest, fees and penalties owed the town.

The chairman asked the town administrator if it would be possible to stop by tomorrow morning to sign these just so the rest of the Board doesn't have to sit here and watch him sign documents to which the town administrator stated that he could.

The chairman stated that if anyone wanted to review the purchase and sales agreements, they were in a folder.

Vice Chairman Pitman stated that for the record, he thought that the auction was handled very professionally by St. Jean Auction Company and the chairman stated that he thought that they did an excellent job.

The people there seemed pleased with the organization of it as well.

Regular Business:

Review of Outstanding Minutes of August 31, 2020

Motion: Selectman Dill moves to accept the minutes of August 31, 2020 as presented

Second: Selectman McGarry

Discussion:

Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Accounts Payable Manifest - \$19,601.29

One thing that he would like to mention before he passed it on, it is in the amount of \$19,601.29. I believe

Mr. Harrington stated that it wasn't included in this one. It will be in the next one.

Chairman Robertson stated that he would save that for the next business.

Motion: Vice Chairman Pitman moves to approve the Accounts Payable Manifest of \$19,601.29 as presented

Second: Selectwoman McHugh

Discussion:

Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Chairman Robertson noted that the date of September 14 to which it meant that tomorrow is September 15th and the first day of deer season with bow.

Due to the meeting broadcast, he stated that he was not, for the record, a conservation officer with the NH Fish and Game Department.

Chairman Robertson stated that he had nothing in the signature file this evening, first time in quite a number of years that he could recall that happening.

Correspondence File:

The chairman stated that in the Correspondence File, they had several things.

They had a card thanking them for the Board's support and effort of, and he read the card.

"Thank you, Deerfield BOS for taking action on a virus, more importantly than COVID, running rampant in our Nation that unfortunately has surfaced in our community.

We fear, that because of "

And the chairman stated that he wouldn't go into specifics but it was basically thanking them for the "Black Lives Matter" statement that they issued with regard to Representative Spillane. It was from George and Judy Marshall.

They got a copy of a letter from Southern NH Planning Commission, which he believes that people have in their folders as well.

It stated that if they wanted to do another road safety audit or traffic signal alarm study, applications are due October 15th.

The chairman remarked that he thought that they were in good shape for this year.

Also, they have a similar letter from Maureen Quinn which was forwarded to them by John Harrington by email thanking the Board for taking action for intolerance and pain from anyone representing the town.

Chairman Robertson remarked that the rest of this is in the Administrator's Report to which Mr. Harrington stated that it was.

Town Administrator's Report:

Mr. Harrington stated that they all should see that they got a master list of the budget presentation calendar.

As I played out tonight, it may change from night to night. If they had to table budgets, he will reschedule them and give them new sheets next week so that their calendar stays up to date.

As he changes individual budgets based on Board's votes, he will replace only those copies next week so they will hold onto the full set and just change them out as they get adjusted.

To get back to a Board question that came up at the last meeting about the cutting behind the Lazy Lion, that was confirmed as to clearing a septic field from overgrowth on property owner's septic field.

He stated that he has staff annual evaluations completed. They are in his office and they are welcome to come look at any of them if they would like to choose to stop by his office.

A question also came up, and he believed that Andy was on the email about the possibility of purchasing an additional voting machine. They may be all aware of that.

What happened is that they were put on a waiting list to rent a machine for one day, it is about \$1,000.00.

The moderator is concerned that they have no backup and they might have an increased capacity need where they require an extra machine.

The chairman stated that if he could jump in, the second full concern brought forward where they have an unmasked area and a masked area and they were using voting machines for the masked side and using ballot commission box on the other side, he was concerned about backup and it also might be in their best interest to have a legitimate voting machine on each side of the polling place as well.

Selectman Dill stated that the last time he had talked to the moderator, his thought was that he would move the absentee ballot machine but that would mean that they would have to put the ballots in the ballot box, walk them over, feed them into that machine so to have a third machine, they could run two, live polling and the absentee because he is expecting a huge increase in absentee ballots.

Chairman Robertson stated that they ran absentee ballots for several hours.

Selectman Dill stated that he thought that it was (couldn't understand) but it still took six hours to run (couldn't understand).

Vice Chairman Pitman stated that he didn't think the price was unreasonable with the amount of time that it is going to save them.

Selectman Dill stated that the problem is whether they could get one and Mr. Harrington continued that they were backlogged in filling orders. If they could look into purchasing one, they will.

Mr. Harrington also wanted to make an announcement that Kelly Roberts, Town Clerk/Tax Collector will be out of the office this coming Thursday and Friday. She will be attending the Annual Meeting of Town Clerks/Tax Collectors in North Conway where she will be sworn in as the second vice president for the NH Tax Collectors Association.

She will also hold a seat on the Education Committee for the Association which is instrumental in training and development of New Hampshire tax collectors so he just wanted to let them know that she had received that nomination.

Mr. Harrington stated that this was it for him tonight.

Selectman Dill asked Mr. Harrington for an update for the door.

Mr. Harrington thanked him and stated that he forgot to put it on his list and the chairman was going to bring it up under other business.

Mr. Harrington stated that the window has been removed, the wall has been cut down to where it should be. The asphalt has been cut out for the base for the concrete ramp.

Selectman Dill stated that he was talking about Candia Road and Mr. Harrington stated that he heard cutting and has been thinking about the door all day.

The chairman asked if he had an update on Candia Road.

Mr. Harrington stated that if they noticed, Steve Rollins had a grinder come in to level out the gravel portion where the pavement had been removed and the remaining pavement to make a level surface in preparation for paving in the next couple of weeks and that is completed.

Chairman Robertson stated that it had been done to Middle Road as well.

Selectman Dill asked if Mr. Harrington had been in contact with R & D for paving to which he stated that he had not yet.

Steve Rollins is going to give at least a week's notice so that they can get out the notice to proceed document which has to be signed by the Board and then it is mailed to the vendor which starts the contract clock for them to complete the project.

Selectman McGarry asked if Chairman Robertson had signed the contract yet?

Mr. Harrington stated that yes, he signed it before he mailed it and they signed it and returned it. The next step is waiting for that notice to proceed and he was waiting for Steve to tell him about that.

Selectman McGarry stated that they could send the notice to proceed now since we are that close. The notice to proceed just starts the 90-day clock that they have to get the work done.

Mr. Harrington stated that as far as he knew, the last time he talked to Mr. Rollins, they are within a week or two.

Selectman McGarry stated that they could send that off and Mr. Harrington stated that he would have that before the Board at the next meeting to sign.

And, as he has already pre-empted, the town clerk door, the highway department came by, cut out the remaining masonry and also the pavement around the outside of the door in preparation for the pour of the ramp. They are just waiting for delivery of the door at this point.

Selectman Dill asked if they had gotten any of their GOFFER request on that stuff to which the town administrator stated that they hadn't.

Mr. Harrington stated that the third time is likely to take the full review time. Everybody's requests were probably quite heavy. The only change to that GOFFER money to the CARES Act, is that it is likely every bit of money that they billed for election costs will be rejected and they will be asked to resubmit during the full fourth request period. It was a change that came out about two weeks ago which will mean some extra work on his part but they will be able to bill for it.

Unfinished Business:

Chairman Robertson stated that to take up on Selectman Dill's question, he has three things that he wanted to throw out to the Board.

First, he was pleased at the look of Middle Road and Candia Road after they were ground. He thought that they were in much better shape than they were pre-grinding.

That said, they were told that there would be no grinding and he is not sure what the charge of the grinding was. He would suspect that it is probably in the \$7,000.00 range and he would also add that the ditch work looks great. The excavator that they had use of apparently was instrumental in that.

His understand was that they were trying out the excavator at the **(couldn't understand)** or no rate and they did get a bill today for \$6,500.00 for the monthly rental of the excavator.

(A comment from the vice chairman that wasn't understandable)

The chairman stated that he wanted to throw that out there to see if the Board wanted to talk to Mr. Rollins about it next here because he thought that the grinding probably needed to be done and it looks a lot more stable, particularly Middle Road, than it did prior but he also wasn't expecting a probably \$7,000.00 charge.

Selectman McGarry stated that it was his understanding that the excavator was on trial and there was going to be no charge.

Vice Chairman Pitman stated that Mr. Rollins sat right in that chair and said that there would be no charge to which Selectman McGarry agreed.

Vice Chairman Pitman stated that they disagreed with Mr. Rollins and that it needed grinding.

Selectman Dill stated that he thought that they ought to grind more now that they have ground some.

Vice Chairman Pitman stated that he didn't know how, he didn't get it because the culverts aren't in yet.

Selectman McGarry questioned that all the culverts weren't in to which the vice chairman stated that no they were not.

Chairman Robertson stated that it has been compacted as well.

Selectman Dill asked how many culverts because he didn't even notice any culverts.

Selectman McGarry started to say that there are six and the vice chairman stated that there were three on Candia Road.

Selectman Dill stated that he had his roller up there.

Chairman Robertson stated that on Middle Road, it looked like there were some culverts installed.

Mr. Harrington stated that he believed that the culvert work on Middle Road has been done.

Chairman Robertson asked if they wanted to talk to Mr. Rollins at their next meeting.

Vice Chairman Pitman stated that it wasn't Windmill's problem, that \$6,500.00, it's our problem.

Selectwoman McHugh stated that she didn't understand how they keep, how this keeps happening. They are getting the work done and getting bills after the fact and how come he isn't approving this before the fact.

Selectman Dill stated that he had spoke to Mr. Rollins on the job the other day and he was asking the difference between the grinding contract and the paving contract and what they had assigned and he stated that he should check with John. He stated that they were separate contracts and that this was all he knew. He didn't know they had a, he had forgotten that they had said no grinding so it was his fault and was catching that when it was brought up.

Mr. Harrington stated that there is no grinding contract.

Selectman Dill asked if that would be under rental or contracted services and the chairman stated that he thought that it is probably a contracted service and he didn't know if R & D was on site at all and wondering if someone from R & D showed up and said

Mr. Harrington stated that he believed that R & D did the grinding but he didn't know how it was procured.

Vice Chairman Pitman stated that there was no way that they could pave that road with those cuts that were on that road so they used the grinder to square it instead of cutting it out and getting it wrong. You can see where they went from one to the other.

Chairman Robertson stated that he wanted to bring those few things up because that is why he hesitated on the Accounts Payable this evening because he forgot that it was going to be in the next one.

Mr. Harrington stated that he had already completed it so it will be in the next one next week.

Selectman Dill stated that what he remembered from the excavator discussion, it was free if they wanted to buy it or something.

Chairman Robertson (couldn't understand)

Selectman Dill stated that when they told Mr. Rollins that they weren't buying it, they probably aren't willing to let them use it for free.

Chairman Robertson stated that Mr. Rollins did cast it out that it would be great to buy it because they were going to have to rent it anyway. He thought that if they went over the minutes that they would find that.

Selectman Dill stated that this is what he remembered of the conversation.

Chairman Robertson asked if they wanted Mr. Rollins to come in to talk to them about the project next Monday?

Vice Chairman Pitman stated that it was going to be three weeks out that it was going to be paved and Selectman Dill stated that they were two weeks from that, right?

Mr. Harrington stated that this was what he was last told.

Chairman Robertson stated that lets have him come in next Monday to tell them where he is at and the Board can ask questions.

Selectman McGarry stated that it would be a good opportunity to discuss major reconstruction projects like they have on Middle Road. He really questions whether the highway department or road department can actually do the work in a timely manner.

Here we are, almost the end of September before they are ready to pave and if they ended up, basically bringing in Keech, Nordstrom or somebody else to prepare plans and specifications, they could have put this out to bid and probably had all that paving, all that work done by them doing everything rather than breaking it out and delaying the paving contractor until all the work is done which is obviously taking a long time.

Chairman Robertson agreed and asked to have Mr. Rollins come in for their next meeting.

Other Business/New Business:

Vice Chairman Pitman stated that he was talking to Selectwoman McHugh a few weeks ago and she had talked to Mr. Pelletier about noise and that they were supposed to be copied about Horsepower Farm up at the Lake.

Chairman Robertson stated that he didn't have a detailed understanding about that. He didn't know if that was a legal action against the town. He thought it was a 91-A request for information.

Vice Chairman Pitman stated that he didn't know except that they were supposed to get copied.

Chairman Robertson stated that it was a 91-A request, he believed, for information to which Selectman McGarry stated that this was his understanding too.

Chairman Robertson stated that it wasn't a legal action against the town but they are looking for information to make a legal action whether it is civil or if it could come against Deerfield, he didn't know.

Vice Chairman Pitman asked what it was about.

Selectman McGarry stated that the abutters were concerned that they went beyond what should be occurring at a home occupation and currently have hired an attorney too and the attorney is requesting 91-A information.

Mr. Harrington stated that he believed that Mr. Pelletier has spoken to Jim Raymond about this and has been in conversations with him.

Vice Chairman Pitman asked if it was directed towards Mr. Pelletier and not the Board to which Mr. Harrington stated that he believed so.

Vice Chairman Pitman stated that this is what he is trying to figure out.

Chairman Robertson stated that it would be directed at the code enforcement officer.

Mr. Harrington stated that they certainly could ask Rick questions as he will be at the next meeting for his budget if they wanted to bring this up.

Selectman McGarry brought up the letter from the Liquor Commission and asked if it is something that they have on file that they didn't know about or what?

Selectwoman McHugh stated that they knew that Cathy was going to send it and Chairman Robertson stated that they didn't have it on file.

Mr. Harrington stated that this was the letter, after he called them, he asked for a copy of the letter that they supposing sent them that they never got and that is a copy of that letter that they sent us.

Selectman McGarry remarked that there was supposed to be another letter to let them have a whole bar too as this is only a beer and wine.

Mr. Harrington stated that he asked for any correspondence they had to the Town of Deerfield. The only other thing that she could see in the file was a statement from John Dubiansky who had done an inspection of the premises but they had no other documents.

It was remarked that the correspondence from Mr. Dubiansky was for seating capacity.

Selectman McGarry asked if there was a separate approval process required to have a full bar as opposed to just beer and wine?

Chairman Robertson stated that it is his understanding there are separate approval processes that typically would involve the selectmen for an expansion of seating or change of operations or the addition of live entertainment or addition of outside seating.

There was some exception made for COVID-19 for outside seating but those exceptions did not apply if they were a mixed-use building. If they didn't own the entire property, they still had to get permission from the local board and approval from the Liquor Commission.

Selectman McGarry stated that he guessed that his following question would be is if they should send a letter to the Liquor Commission saying that they never received notification that there was a request to go to a full bar and why weren't they involved in that process.

Chairman Robertson stated that he thought that would be good. He thought that Kathy seemed to be forth and outright when she talked with them **(couldn't transcribe because someone was rustling papers in front of them loudly) what** she needed to do to operate in that manner.

He continued that they never received anything from the Liquor Commission. They didn't receive the letter they said that they sent them but Wants to send a letter to the Liquor Commission asking and the vice chairman stated that it would be nice to have it on file.

Chairman Robertson stated that they have already approved Kathy's operation at their last meeting and the vice chairman added on based on what they were told, and the chairman stated that they could request, they could send a letter to the Liquor Commission asking why they didn't receive notification for change of operations and upgrade.

Selectwoman McHugh asked if these letters normally go to the police department as they cc'd the police department but not the Board.

Chairman Robertson thought that it was sent directly to the Board with a courtesy copy to the police department.

Mr. Harrington asked what the second point was for the letter to the Liquor Commission and he said that he could discuss it later.

Chairman Robertson stated that he thought that they would have remembered that and they have always approved those for each place, for the Lion and such. Generally, they come in and tell them what their plans were for the future and that the Liquor Commission dropped the ball.

Selectman Dill stated that his concern there is that the Planning Board, they haven't done anything for the expansion. It kind of sounds like it has doubled in size from the previous operations there so has it been updated with the Planning Board at all to which Selectman McGarry stated that it hadn't. They have never come into the Planning Board.

That was a restaurant and there was office space to the side there.

Selectman McGarry stated that Commerce Corners came in for the approval for the site plan with the Planning Board but there has been no follow up as far as requiring additional parking spaces or whatever for expanded use of the restaurant.

Chairman Robertson stated that they are going to start with the Liquor Commission and if the Planning Board has an interest, they can do a site plan review, he was assuming to which Selectman McGarry agreed.

Chairman Robertson asked for Other Business/New Business/Old Business.

Citizen's Comments:

Ms. Cady – Old Centre Road

She stated that she had a few comments.

The **(couldn't understand)** on the Planning Board's budget was kind of outside of what she heard at the meeting Wednesday night and what they discussed so she kind of suggests that they read the minutes.

Chairman Robertson remarked that they are referring it back to the Planning Board. They didn't take action this evening.

Ms. Cady stated, okay, she was just saying that it wasn't what happened at the meeting completely and she was there.

Two, the State of New Hampshire, have the ability to purge the checklist and told her that the state would be purging the checklist because of the filling in of supervisors of people who voted in each election.

While she was supervisor, what they did with the fill in for each election, who voted, and whether they voted democrat or republican, etc. and so HAVA intended to purge the checklist for the State of New Hampshire.

With that, she didn't know if they would be mailing letters to the purged people or if the town will be expected to do that.

The next thing, they had a problem with running this election apparently because normally the law requires every absentee ballot to be read aloud and be checked on the checklist to find out if that voter was on the checklist.

Selectman Dill stated that they did.

Ms. Cady stated that she was there and they were not speaking them out loud.

Selectman McGarry stated that he was there also and they did.

Chairman Robertson stated that they were speaking out loud.

Ms. Cady stated that they were sitting to one side and they were not speaking the name out loud.

When she went up to the ballot box with her ballot, there was nobody in attendance next to the ballot box. A ballot box is never to be left unattended.

With that, she made a request of the moderator to find out who worked that election under RSA 91-A and she has not received an answer.

As they know, a 91-A answer must be given.

Then she would like to speak to the illegal vote by the selectmen of James Spillane. She had no problem with the subject matter. She has a problem with the selectmen taking a consensus vote.

Under the law, they may not or shall not take (couldn't understand) votes.

It also states in the law, votes may only be taken at a posted meeting. That vote was not done legally. She has no problem if they wanted to take a vote at the next meeting to send him a letter but what she couldn't seem to understand was how someone could condone the action of violating the law because if you do it here, who would you do it to elsewhere?

Chairman Robertson thanked Ms. Cady for her comments and asked if anyone else had any.

Vice Chairman Pitman put out the motion to adjourn.

Ms. Cady stated that she had a problem with the Planning Board receiving the complaint about Power Farm being in violation and they requested a whole bunch of stuff saying that they would pay up to \$250.00 and now she hears tonight that it only applies to Mr. Pelletier. She believes that it applies to the Planning Board too since the letter was asking if under our zoning, they had approved it and so forth.

(Couldn't understand what the chairman tried to say as Ms. Cady talked over him)

She didn't know if they were going to have Ms. Boucher make copies of all this stuff or is Mr. Pelletier going to make copies of all this stuff.

Chairman Robertson again thanked Ms. Cady for her comments and asked if anyone else wanted to comment.

Motion: Vice Chairman Pitman moves to adjourn at 6:40 pm

Second: Selectman Dill

Discussion:

Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries

Next Meeting: Monday, September 21 at 5:30 pm

*The Minutes were transcribed and respectfully submitted by Dianne L. Kimball, Recording Secretary
Pending approval by the Board of Selectmen*