

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
October 26, 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 he would note that the eagle to the flag that they just pledged to is still broken and that became broken when Joe Stone was a selectman and it was accidently knocked over.

Highway Department – Page 44 – 51 – Mr. Rollins

Chairman Robertson stated that the first order of business was to continue with Budget Reviews, starting with the Highway Department which they did not finalize last week because they had some concern with using a flat, 25% across the entire budget and wanted to get a look at the lines and see what was overspent and what wasn't and he thought that Mr. Harrington made that very easy for them by pulling the lines that were overspent, showing if they were just overspent or for four years or out to five years and also gave them the exact amounts that they went over.

He didn't know what the Board's pleasure was, if they wanted to go through it line by line; if they wanted to ask the town administrator to incorporate

Vice Chairman Pitman asked if this had anything to do with labor to which Mr. Harrington stated that, no, this is just what is in the budget. He stated that the Board had already discussed administration.

Selectman Dill stated that if Mr. Harrington could give them an overview, they could go through and make the motions.

Chairman Robertson continued and asked if Mr. Rollins had any comments that he would like to make at the start, to feel free.

Mr. Rollins stated that first of all, what they went over in past years, it is kind of a hard way to do it, looking at what was done because you take from here to pay there so it is not really very accurate line to follow. He didn't know if that was going to help them.

He stated that he didn't look himself but he thought that they were just spinning their tires trying to look at it that way because things get shuffled around to make it work.

Chairman Robertson stated that he thought the Board was in general agreement with his thoughts about the need for more money in the budget and probably the percentage that he had in mind was ...

Mr. Rollins stated that he didn't know if this was the year to get it. He was just saying that to put them back to rebuilding the same amount of road that was done in the past, obviously they needed to come up to the costs that is now to do it.

Chairman Robertson stated that the Board's concern was that they were going to get into the weeds with the budget committee for lines that hadn't gone up like electricity, that type of thing.

Mr. Rollins stated that he did a little bit of research on that and obviously, it has come up. He just grabbed a couple of things and looked at them real quick. He did things like electricity, diesel fuel, asphalt. He just grabbed a random idea of different things. He didn't have it with him but it isn't far off.

Chairman Robertson stated that they had the specifics on the overspent and there are a few things that stand out, particularly salt, and vehicle maintenance and repair,

Mr. Rollins added that parts are killing them.

Chairman Robertson continued that winter maintenance, for the contracting, they are usually over but they have typically had a warrant article with extra funds that they have used to cure that so that it doesn't bite into the regular budget.

Chairman Robertson stated that he didn't know what the Board's pleasure was?

Selectman Dill stated that they were on average, \$65,000.00 over on winter contracts and that's huge.

Chairman Robertson stated that they have had that, for lack of a better term, the slush fund to pick up overages for winter maintenance.

Mr. Rollins stated that without a raise in the budget in over ten years, that explains why they were running over on everything.

Selectman McGarry added that, and salt too.

Vice Chairman Pitman remarked that salt was \$26,000.00 over. Those little three- and four-inch storms are worse than a big one.

Mr. Rollins agreed and added also the cleanup. Typically, a long storm, they are not putting out the heavy material during the whole storm but when you get these little storms, one after another, they are just "treating" storms.

Vice Chairman Pitman asked Selectman McGarry how he felt when he added it up and Selectman McGarry stated that he was coming up with more than 25%, at least with the numbers that he has but you have the \$65,000.00 there plus the \$25,000.00, \$26,000.00 for sand and another couple of grand for culverts as well as \$9,500.00 which Selectman Dill added, for repairs.

Vice Chairman Pitman asked if they were better off presenting what they had there here and not putting in enough and the chairman stated that he thought that it would make better sense to the budget committee. He didn't think that it covers Steve's concerns and it was added by the vice chairman that they had this chart.

Selectman McGarry thought that they should be adjusting accordingly and agreed, using these numbers does make a lot more sense than just a 25% across the board and it would be more justifiable too to which other members agreed.

Mr. Rollins stated that he just thought if they, the reason that he did 25%, that is what the DOT road reconstruction had gone up roughly in the last ten years so he used that number, just keeping in mind that people still want to be able to pay their taxes. He wanted to be reasonable.

Chairman Robertson asked the Board if they wanted to use the sheet to see what they should increase by and Selectman McGarry remarked that he thought so.

Selectman Dill asked if the sheet still included the 25% on the road reconstruction line.

Mr. Harrington stated that the road reconstruction budget was covered last meeting. This was the only portion of the highway budget the Board didn't cover.

Selectman Dill stated that they had done that and Selectman McGarry agreed and Vice Chairman Pitman stated that they would be a separate warrant article if they need to and added that they should go with the sheet.

The chairman asked if the Board was in general agreement to which all agreed.

The chairman asked Mr. Harrington if he could plug the numbers to make up for the deficient in the budget lines as he had presented it to which he agreed he could.

Mr. Harrington stated that he would likely round those numbers so that he didn't have to put them in as dollars and cents. He stated that he would make the adjustments as he has indicated here and bring them back to the Board at the next meeting.

The chairman stated that this was great and to make sure that a copy got to Mr. Rollins.

Chairman Robertson stated as Selectman McGarry pointed out that it was probably going to be more than 25% when they get done.

Vice Chairman Pitman stated that he thought that they just need to go with real facts and if this is what it is, this is what it is. Selectman McGarry agreed.

Members of the Board thanked Mr. Rollins.

Mr. Rollins stated that while he was there, was he to go forward with getting prices on the addition to the salt shed or not? How did you folks feel about it?

Chairman Robertson stated that he didn't know if he spoke for the Board or not but his thoughts on it were that it looked like a good idea but the plans seemed pretty simple.

Mr. Rollins stated that it is actually a very simple structure but he wanted to present the Board with something to give them an idea of what he wanted to do.

Obviously, he would need to get three prices, or something like that.

Chairman Robertson stated that he would defer to the engineering and building people on the Board here.

Vice Chairman Pitman stated that he wouldn't recommend getting the three, but if he could get something to see what they were dealing with as they didn't know if it was three or ten before he could actually go forward.

Mr. Rollins stated that regarding the price, and he forgot that too, it thought that it was around \$15,000.00 sitting on top of an eight-foot wall.

Selectwoman McHugh remarked that it wouldn't cover the wall to which Mr. Rollins agreed with that.

Vice Chairman Pitman stated that someone could give them a better ballpark figure than that and when it goes out to bid, they should put that it shouldn't be no more than a number.

Mr. Rollins asked the Board if they felt that it was a necessary addition to the highway department and the vice chairman stated that if it could come out of those impact fees, and Selectwoman McHugh stated that they needed to know everything.

Mr. Rollins stated that obviously, before he went any further, he wanted to make sure that the Board was in agreement or otherwise, he is just spinning his tires and wasting time for nothing.

Chairman Robertson stated that he thought the Board was in general agreement that it is a good idea and stated to the Board to speak up if anyone was not and Selectman Dill stated that he thought that they just needed a rough number first and Mr. Rollins agreed.

Selectman Dill stated totally, including the concrete work so that they would know what they were looking at before they went out to bid.

Vice Chairman Pitman stated that he knew that they could do the sitework but it adds up.

Chairman Robertson stated that he thought that this was Steve's answer.

Mr. Rollins thanked the Board and asked if there was anything else for him to which the chairman stated that they did not.

Selectman Dill asked when paving was going to take place and Mr. Rollins stated that paving was supposed to be Friday. So it rained today, so he was going to go with, so they only had three days ahead of him so they had one rain date so that still kept them on Friday but now he heard that there was going to be possible rain/mix mess for Friday so he was going to shoot that it will be Monday, but it is what it is.

Selectman Dill stated that they should know better by the end of the week and Mr. Rollins agreed.

Planning Board – Page 17

There was some conversation about the total for the Planning Board and the chairman stated that there was an addition of \$10,000.00 or some such thing for the master plan.

Selectman McGarry stated that the initial discussion that he had with Pete, that it was going to be ten but he thought that it needed to be eight.

Chairman Robertson stated that they had an original request of \$42,290.00 from the Planning Board and then there was some discussion of adding \$10,000.00 for the master plan and now they are looking at \$8,000.00 for the master plan.

Selectman McGarry stated that it was Line 390 – Consultant and that would bring that up to \$10,000.00 instead of \$2,000.00 and all the other numbers were going to stay the same.

Selectman Dill inquired that the money isn't going under the master plan but under consultant line to which other agreed.

Chairman Robertson stated that it would give them a total of \$50,290.00.

Motion: Vice Chairman Pitman moves to approve the adjusted total for the Planning Board of \$50,290.00

Second: Selectman Dill

Discussion:

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

Insurance – Page 26

Chairman Robertson stated that next was Insurance, and he thought that it would be primarily health insurance to which Mr. Harrington stated that he was correct, it was the entire insurance budget but he did get information and did have a meeting with the town's insurance broker today and he had packets in all of their folders with the information that was shared with him.

Chairman Robertson stated that the rates were in about the middle and he thought, discussing with Mr. Harrington earlier, and in looking this over, Bill's recommendation is that they stay where they are with the Tufts renewal.

On the pricing summary, some of the numbers for co-pay, goes up a little, out of pocket maximum goes up a little.

The Tufts renewal is actually cheaper than equivalent Harvard plan and it is a little bit more expensive than the Anthem plan but he knew that Bill had some rationale for sticking with the same one.

Mr. Harrington stated that if they looked at the least expensive plan on there, it would bring them to Anthem but given the numbers of people that they have working for them, there is only an \$800.00 difference between the two plans on this paper but given their actual plans, it is probably would be less and to change over, it is really not cost effective at this point.

Vice Chairman Pitman stated that he thought that employees don't really like that idea at all.

Mr. Harrington stated that it does cause a lot of turmoil for folks and if they look up to the very top at the line, they have a preferred provider network and that does cause issues sometimes with folks whose primary care provider is not in their preferred network and from a HR prospective, it can be very disruptive for individual plans and families.

Chairman Robertson stated that they are looking at a couple of thousand dollar increase total change to which Mr. Harrington agreed and the chairman added that this was monthly.

Mr. Harrington stated that he did have Pete go over their current health care plan for the budget and would recommend for a number for line 210 – Health Insurance, in the budget of \$228,000.00. Right now, the default number is \$224,894.00.

Chairman Robertson asked Mr. Harrington if he had a new number for the Board to which he stated that he did but before he got to that, the two other areas that he was waiting to hear from, from Primex, which is the Worker's Compensation Program and the Property Liability, they do not have information for them now so his recommendation is to level fund it with what is in the current budget and should any changes be needed, it can be made at the MBC meeting to adjust the budget but this gets them to a bottom line of the Insurance budget to move forward.

Chairman Robertson stated that they hadn't put out the new Worker's Comp Loss costs yet for 2021.

Mr. Harrington continued that the budget is slightly less than the current default budget. The new number would be \$449,335.00.

Chairman Robertson asked if Mr. Harrington knew, they were in a multi-year contract for their Property and Casualty with Primex and also with the trust to which he answered that he did not know where they were in that contract.

Chairman Robertson stated that the budget committee is usually interested, and he didn't know if they were getting dividends, premium holidays, but they usually like that information too.

Mr. Harrington stated that he usually has those sheets and it lists everything but they are not available right now.

Chairman Robertson asked the Board if there were any questions or concerns about the Insurance budget?

Selectwoman McHugh asked again who they were going with and both the chairman and Mr. Harrington stated that they were going with a Tufts renewal.

Mr. Harrington continued that it would be the column and Selectwoman McHugh asked if the employees were liking this or were their people that were having problems.

Mr. Harrington stated that are a couple of issues with people who have daily, high cost, medications. The coverage for the medications isn't similar to what they had previously, which he believed was Anthem. There is a bit of a higher cost with that but overall, he has only heard from one or two people.

Selectwoman McHugh asked what the employee deductible was to which Mr. Harrington stated that it was \$3,000.00 for all of the plans.

Mr. Harrington stated that if he recalls, they did the same comparisons for Harvard and/or Anthem were slightly less but they are all up to \$3,000.00 this year.

Selectwoman asked if the only thing that has gone up was the medications to which Mr. Harrington explained that it was a tiered system so the medications haven't really changed all that much. The PCP co-pay has gone from \$25.00 to \$30.00. The outpatient surgery has gone from \$250.00 to \$300.00 co-pay and the out of pocket maximum has gone from \$7,000.00 to \$7,500.00.

Chairman Robertson stated that the formulary network for all of these plans are pretty much the same for prescriptions.

Selectwoman McHugh stated that she just knew that there was someone that wasn't happy with the last change and Mr. Harrington stated that there were some people that weren't happy with that one for certain reasons but overall, he had just heard one incident where again, someone that is on a daily prescription of a high priced medication, it's costing them more than the last plan.

The chairman asked for further discussion.

Motion: Selectman Dill moves to approve the Insurance budget for 2020 in the amount of \$449,235.00

Second: Selectwoman McHugh

Discussion: Vice Chairman Pitman remarked that they were going to leave the worker's comp flatlined to which it was answered yet and Mr. Harrington stated that Worker's Comp and the Property and Liability until he had further changes because he doesn't know.

Vice Chairman Pitman stated that he wanted to get it on the record.

Chairman Robertson stated that he didn't think that Property and Liability will change much, if any as they may be locked in because of the multi-year agreement they have but obviously, it is going to depend on what MCCI has approved for rates.

Mr. Harrington stated that what Bill Bald was able to share with him, for obvious reasons, it has been a very difficult year for actuaries to come up with pricing and they are still working on it.

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

Regular Business:

Review of Outstanding Minutes of October 19, 2020

Motion: Vice Chairman Pitman moves to approve the minutes of October 19, 2020

Second: Selectman McGarry

Discussion:

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

Payroll Manifest - \$703.03 (gross), \$550.10 (net)

Motion: Vice Chairman Pitman moves to approve the payroll manifest in the above amount

Second: Selectman Dill

Discussion:

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

Accounts Payable Manifest - \$87,095.26

Motion: Selectman Dill moves to approve the accounts payable manifest in the above amount

Second: Selectman McGarry

Discussion:

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

Chairman Robertson stated that they had a bunch of signatures from the sale of properties. The legal paperwork was done and back and he was going to read all of them if the Board doesn't mind and then entertain one motion to move forward on them.

Map No.	Lot No.	Name of Purchaser(s)
201	21	Michael and Donna Tracey
208	01	TD Rental Inc.
208	20	James Seslick
208	22	Cheryl White
208	26	Cheryl White
208	33	Robert Connelly
208	61	Roland and Leanne Folsom
208	98	Elizabeth Skoog and Donald Smith
208	111	Robert Connelly
208	110	David Gancarz
208	117	Dillon Register
208	118	Edward Cross
208	119	Edward Cross
209	32	Scott and Kim Shimer
209	34	Reginald Moreau
Next two properties on list still under negotiations		
420	66	Michael and Donna Sorel
Next property on list, no bid		
Next three property on list, waiting on court decision		

Motion: Vice Chairman Pitman moves to sign the deeds and transferring them to the new owners from the list that was read into the record

Second: Selectman McGarry

Discussion: Vice Chairman Pitman stated that he was asked the other day, did they know, out of the total, other than the three that haven't been sold, how many of them were buildable lots?

Mr. Harrington stated that he didn't have the list but he would bring a list for them.

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

Chairman Robertson stated that the next item in the Signature File is a Governor's Office form for Emergency Relief Recovery (GOFER) Corona Virus Relief Fund.

The reimbursement request form they were sending is in the amount of \$7,265.53; a request for \$23,284.77; a request for \$2,281.48; for a total of \$129,365.80.

Mr. Harrington stated that this is the fourth and final installment to make a request. The reason that it is a larger figure this last time around is that the GOFER team got new directions from the Treasury and we are able to request payroll for first responders from Public Safety so he has included payroll costs from January 1st to October 15th which puts them over their existing balance. They have a balance of \$94,970.00 but he was putting it in for the whole amount including all of their other expenses that they had prior to that.

He continued that they may not get all of the salaries from that time period but he was putting in the full amount and if they could sign all four, he would appreciate it.

Motion: Vice Chairman Pitman moves to request the GOFER funding in the amount of \$129,365.80

Second: Selectman Dill

Discussion:

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

Mr. Harrington added that it has been averaging a month or month and a half to get back to people to see what they are going to reimburse and this is the last and final installment.

Vice Chairman Pitman asked that when they have been doing work like doors, it came out of the till and Mr. Harrington stated that those were in the last billing. It is being tracked outside the budget right now and whatever is not going to be covered, will be put back into the appropriate place within the budget but he has kept it separate as long as they are going through this whole billing process.

Obviously, the invoices are being paid but haven't plugged them in yet. They have done a similar thing with highway grants and so forth.

Chairman Robertson stated that the last item is fairly simple and would read it while people were signing if they didn't mind.

Personnel Action Request:

Steven Flamango, the new employee at the Transfer Station. He started on Thursday. The chairman spoke to him on Saturday and seemed to be doing a great job and was interacting with people and being friendly.

Vice Chairman Pitman asked if he was a town resident to which the chairman stated that he is and others agreed.

Motion: Vice Chairman Pitman moves to hire Steven Flamango at starting pay of \$15.00 per hour

Second: Selectwoman McHugh

Discussion:

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

Correspondence:

Chairman Robertson stated that they had a couple of things in there.

They have a new offer on property that did not sell at the auction, or did sell but the bidder withdrew and this is for Map 405, Lot 76, on North Road. He will read the letter.

"A little history. The town sold the lot many years ago to a couple who in turn sold it to Scott Kelley. Scott installed a well into ledge which is unusable for the most part. He also did the same with the electricity.

This is a buildable lot with a lot of challenges with all the ledge.

My offer is as such, with all the challenges, to build on that lot."

The chairman stated that the person as offered \$50,000.00 plus the ten percent commission to St. Jean's Auction. They note that they have been residents of Deerfield since 1984.

The letter is from Norman and Ann Lanier.

The chairman thought that the bid that was turned down was \$59,000.00 to which Mr. Harrington stated that that was the winning bid and the chairman stated that they backed out.

Selectman Dill asked if this property was across the street from Mr. Mike's to which it was answered no and Mr. Harrington continued to say that it is a five-acre piece up across North Road by the lake. He thought that it sits up a bit.

Vice Chairman Pitman asked what their offer was last week to which the chairman answered that it was \$48,000.00, something like that and Mr. Harrington stated it was \$45,000.00.

Vice Chairman Pitman stated that they offered to pay the \$50,000.00 plus the commission to which it was answered that they did and the vice chairman stated that he thought that they should go with that.

Motion: Vice Chairman Pitman moves to accept the offer of \$50,000.00 plus the commission fees to St. Jean Auctioneers

Second: Selectman McHugh

Discussion:

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

The chairman stated that they had a letter to the Board of Selectmen from a Lindsey Ulun, essentially letting them know that she was very upset with Representative Spillane September social media post inciting violent toward people supporting the Black Lives Matter movement.

It doesn't require any action and basically, she is asking them if the Board unanimously requested his resignation and they did and he could respond to her email and let her know.

Chairman Robertson stated that he assumed that he was going to handle the other things in their packet under the Administrator's report to which he answered that he was.

Town Administrator's Report:

Mr. Harrington stated that first and foremost, they would find preliminary, tax rate packets in their folder. He stated that he had a conversation with their DRA representative Friday afternoon and that is why it didn't make it on the agenda.

Just as a bit of housekeeping, as a refresher for folks, the Board has two areas that they can make adjustments to, to affect the tax rate and if they look at the second page, one would be the fund balance and the second would be the overlay.

The overlay has been standard pretty much every year at \$250,000.00 and the fund balance again, is up to the Board to determine if they want to take any expected, unanticipated fund balances, unallocated fund balance at the end of the year and put it towards taxes.

The chairman asked if the town administrator had any numbers and the town administrator stated that he had some very early numbers, again, they are not even finished with October yet.

What he could give them is the week ending what they just finished. There is a budget balance of \$1,093,579.76.

He has asked Pete Lemay to do some forecasting and he is anticipating between accounts payable and payroll, and again, the accounts payable is very approximate, remaining to spend is \$800,000.00 for the rest of the year to come out of that balance which would leave approximately \$293,000.00 for the end of the year.

That is not taking into account any early storms.

Vice Chairman Pitman asked if they usually meet in December and Mr. Harrington stated that one request that he has had from the town clerk is because the Board decided very late into the season last year, the tax bills, the second half, was pushed into January which threw off the revenue for the year so he was bringing it to them now so that they could do it in a timely way so that she can get her first bills out on time.

Chairman Robertson stated that they typically try to get it done in November but they have lately a couple of years that they have been late.

Mr. Harrington stated that it does throw her billing off and it throws the accounting off.

Selectman Dill asked if Mr. Harrington had a feeling of what would be left over if that grant comes back from the first responder's salaries to which he answered that whatever doesn't get covered in this last billing, will end up being absorbed into the budget which would potentially reduce that \$293,000.00 even further.

Selectman Dill stated that it could go up as well also and Mr. Harrington stated that it isn't in the budget now. He has kept it out purposely because it is a wash with all the revenues coming in.

Selectman Dill stated that he was talking about the salary one and not really the project one.

The salaries are paid and that is strictly out of the budget. That was never part of the original grant. That rule changed through the operation of the grants.

Vice Chairman Pitman stated that he would like to wait at least a week with paving and what they have going on.

Mr. Harrington stated that he could certainly come back to the Board.

Chairman Robertson asked the Board if they would want to hold off until mid-November to which members of the Board agreed.

Mr. Harrington stated that he just wanted to get this to them now since he had the discussion with DRA to give them an idea of where it was sitting without taking any action.

Selectman Dill stated that the rate would be \$19.80 without any deviation and Mr. Harrington stated that it without adding any fund balance. That is with an assumed \$250,000.00 overlay.

Selectman Dill stated that this is pretty much the worse case that they would pay \$19.80 to which Mr. Harrington agreed.

He continued that if he were to not do anything, it would be at \$19.80.

Vice Chairman Pitman stated that they should wait a couple of weeks and Selectman Dill stated that he thought it would be 30.00-40.00 a hundred with the last assessment.

Mr. Harrington stated that next on the list to talk about, the Board has some information on Perkins Road that they asked him to look into.

This is a copy of the page out of that report that Selectman John Reagan did along with Alex Cote and he made two notes at the bottom after talking to Rick Pelletier and asking him what his recollection of Perkins Road was.

He shared with him that the Class V portion of Perkins Road begins at Route 107 and ends at the last house built by David Pelletier on the right.

The Class VI ends at Blake's Hill Road after it goes all the way through.

From his understanding, the Class VI road starts at that last house and continues on to Blake's Hill.

Vice Chairman Pitman stated that is the report that he got from an old timer here in town. Once that house was built by Pelletier, it ended.

Selectwoman McHugh stated that you couldn't drive through there.

Mr. Harrington stated that he didn't ask that question to which Selectwoman McHugh remarked that you couldn't.

Selectman McGarry stated that he agreed with Cindy.

Chairman Robertson stated with all the trees down and it was stated by both Selectwoman McHugh and Selectman McGarry, it was because of where they dumped the fill. It just kind of ends.

Vice Chairman Pitman stated that Mr. Rollins said that he was going to smooth that out.

Selectman McGarry stated that he had checked on it as well. He did see the 1990 vote when it was made, 300 feet along the ditch of the property owned by George Owen but he could never find anything further extending it for the next lot.

Chairman Robertson stated that his recollection is conceivable, the Board of Selectman did that in 2007 and this is fuzzy but his recollection is that it was authorized by the action of the town meeting prior to 2000 and that was a non-lapsing authorization, or some such thing, as it was presented. He didn't recall exactly but he believed that the Board of Selectmen in 2007 extended that.

Selectman McGarry asked it was extended for the footage of that lot also to which the chairman stated that he didn't recall specifically.

Why he is saying it is that he remembered standing out there with Jim Alexander and Joe Stone and others looking at it and looking to see where it would stop.

Selectwoman McHugh asked what it meant with approval to go further with the road and he stated that he thought that was part of what he was talking about the action taken at the town meeting in the 1980's or 90's or whenever where it was deemed to authorize action if needed.

Selectman McGarry stated that he needed to take a look at that again because he thought that it just authorized for Owen's parcel and that was it.

Mr. Harrington stated that he had a discussion with Eversource last week. They wanted to bring something to his attention that will be taking place in April or May, 2021.

They will be a project to start to replace the laminate poles with weathered steel poles. The entire project includes 192 poles that they are going to replace. Some are located in Deerfield and he believed that they are the powerlines by Lahr's Transmission. You see laminate poles just off the road and they are going to be replaced and the estimated start is April/May, 2021.

He stated that Eversource will update him when it gets closer.

Chairman Robertson and Vice Chairman Pitman remarked that it didn't seem like it was very long ago that they had put up the laminates.

Mr. Harrington stated that he got a request from the town clerk that the Board consider making a decision when the time comes to open up that side door to the public. She would like the Board to make it mandatory that anyone choosing to use the lobby, must wear a mask and that the maximum allowable will be two people at a time, practicing social distancing and that also any employees that need to go into the town clerk's office during that time that the door is open must wear a mask as well.

Chairman Robertson stated that he had the specific language that Kelly was hoping that they would make a motion for and the suggested language that she provided was:

"Motion to require mask wearing in the clerk's office for the duration of the pandemic. This motion extends to the public use of the lobby and any town employee that enters the clerk's office. The lobby will have a two-person limit and social distancing will be enforced. Sanitation protocols will be strictly adhered to by the town clerk and the deputy clerk."

Motion: Vice Chairman Pitman moves to approve the motion to require mask wearing as read into the record by the Chairman with the change instead of the duration of the pandemic to until review by the Select Board

Second: Selectman Dill

Discussion:

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

Mr. Harrington stated that his final item he wanted to loop back to the Board.

He had a call from the NH Liquor Commission in regards to the letter that they received from the Board about Mas. He stated that he put information in their packets. He included a synopsis of the conversation on the front page and the actual, reopening guidelines that he referred to.

He spoke with Lt. Matthew Culver, NH Liquor Commission Enforcement Division.

He stated that he would quickly go over the discussion. He referred to the Consumer Protection section in the bulletin, numbers 1 and 2. He wanted to point out that licensing regarding Mas Café, the key points were that the original license was for beer and wine and there was a subsequent request to update the license to include liquor.

When this happens, there is no notification to the local community. It is simply an upgrade to the existing liquor license.

Number 2. There are more restrictions with a beer, wine and liquor license once the establishment becomes a cocktail lounge. The establishment is issued a new license. Mas is currently not considered a cocktail lounge so they are not under the additional restriction.

Three. When live entertainment is going to be offered, in a shared space, and they can look at reopening guidance number 1, approval from local officials should be set. That was missing.

A letter from the establishment to the Liquor Commission alerting them to the offering of live entertainment along with the approval from the local authorities should have been sent.

Chairman Robertson added that they have essentially agreed to approve what was going on. At this point, they should be all set with the paperwork to come forward.

Unfinished/New Business/Other Business:

Selectman Dill stated that back to the election thing, if Steve has a light tower, he thought that the town should rent it for the election.

Vice Chairman Pitman stated that they definitely needed to rent one as dark as those grounds are.

Selectman Dill stated that they definitely needed something down there.

Vice Chairman Pitman stated that he didn't know if one would be enough but ..

Selectman Dill stated that Mr. Holdridge was under the impression that they were not going to as he thought that it would be too expensive.

Vice Chairman Pitman stated that if one person falls, that is all it will take.

Selectman Dill stated that he thought that they needed more than one but at least this is a start.

Chairman Robertson stated that they could certainly inquire. He knew that Pete Schibbelhute also has portable light towers that he has and has allowed folks to use and multiple members stated that they thought that they should rent them as well. They are going to be running them for hours.

Chairman Robertson stated that the time is going to change and it is going to get dark and Selectman Dill stated that he wasn't even thinking about that and that it will be dark by 5:00 PM

Selectwoman McHugh asked if Mr. Rollins has a rental on the sheet for light towers and Selectman Dill stated that it wasn't but he was sure that if they asked him.

Selectwoman McHugh thought that they should talk to Pete too to which members agreed.

Mr. Harrington stated that he could talk to both of them and see what they would charge for rental and if Pete would be willing to rent his.

Chairman Robertson stated that if they were not, they could contact a rental company.

Selectwoman McHugh stated that East Coast may have them too.

Selectman Dill stated that the other thing that they discussed was they need to come up with some kind of schedule to be there since they were coming in next Monday before the election.

Chairman Robertson stated that the date for set up is this Thursday because they are doing the ballot clerk refresher training before.

Selectman Dill added that with the new traffic pattern, that should help too as long as they follow it.

Mr. Harrington stated that the new traffic pattern was posted on the town webpage, the town Facebook page, the town clerk's page and the chairman stated that he also posted it on some private pages.

Selectman Dill stated that he was sure that there will still be some people confused but should help out.

Chairman Robertson asked for other unfinished business/new business.

Selectman McGarry stated that this was just the confirmation that the waste disposal was this Saturday and Mr. Harrington stated that the hours for that were 8:00 AM to Noon.

Selectman Dill stated that it is good to go early if you have a lot of stuff and Selectman McGarry agreed.

Chairman Robertson stated that if there was no other/new/old business, that he would like to go into non-public session if the Board is in agreement.

Motion: Vice Chairman Pitman moves to go into Non-public session under RSA 91-A3, II (c): Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

Second: Selectwoman McHugh

Discussion:

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

Chairman Robertson stated that no action was taken in the non-public session and if someone could make a motion to seal the minutes.

Motion: Selectman Dill moves to seal the minutes of the non-public session

Second: Selectwoman McHugh

Discussion:

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

Citizen's Comments:

None

Motion: Vice Chairman Pitman moves to adjourn at 6:50 PM

Second: Selectman Dill

Discussion:

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

Next Meeting: Monday, November 2, 2020 at 5:30 pm

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