

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
November 30, 2020  
MINUTES**

**Call to Order**

5:30 pm – Chairman Robertson called the meeting to order and did roll call via ZOOM

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

**Pledge of Allegiance to the Flag**

Chairman Robertson decided not to do the pledge due to having the meeting via ZOOM.

**Matt Fisher – Deerfield Fire/Rescue Department**

Matt Fisher from the fire/rescue department is not going to be with them this evening. He is going to attend the December 7<sup>th</sup>, 2020.

At this point, he stated he would move to the Deerfield Parks and Rec Commission chairwoman, that being Katie Libby and he thought that she may have some other folks from Parks and Rec with her as well, to discuss the ice-skating rink.

**Katie Libby – Deerfield Parks and Rec Commission**

Ms. Libby stated that they had Jeff Shute and Eric Menard and she wasn't sure if she had anyone else on the line. Mr. Dubiansky has been involved in this project as well as Nick and (couldn't understand) White.

So, she thanked the Board for the time.

They have been talking about an ice-skating rink at Parks and Rec for several years now. Last year, they attempted to put on in, using good old "Yankee" ingenuity and it didn't go very well so they thought that this year that they would like to try a fund raiser and see if there was community support for the idea.

On the 11<sup>th</sup>, they launched a "GoFundMe" campaign and had a lot of success. They have raised over \$7,000.00 before platform fees toward the purchase of an ice-skating rink and they would like to ask for the Board's permission and their blessing to move forward with placing that on town property.

Right now, it looks like the most ideal spot is going to be at Hartford Brook on the grass part of the baseball field due to the levelness of the field. Other locations that they talked about were the parking lot down there and the gazebo field which would be their first choice if it were more level.

Ms. Libby asked the Board if they had questions for her to answer.

Chairman Robertson stated that he didn't know if the Board had questions but he thought that his recollection was that the Board of Selectmen have always supported creation of an ice-skating rink. They actually tried 15 or 20 years ago using the lake with access from the beach. Got it all set up and some ice fishermen decided that it looked like a perfect place to drill holes but the Board has generally been in support of this project over the years and this looks like a much more successful option than they have looked at in the past. He didn't know if other Board members had questions.

Selectwoman McHugh asked what the maintenance on this every year? Do they take it down and it goes back up?

Ms. Libby stated that Nick thought that there was plenty of room to take the boards and store them in the shed down there at Hartford Brook. Actually, she stated that she would back up a little bit.

Originally, the plan was that they would purchase the kit; the boards and the brackets and install it themselves with volunteers and talking with a handful of companies, landscaping companies and companies that specialize in rinks, that they have a professional do it the first year and some of their volunteers could watch that and then going forward, it is not really rocket science and that they would be able to do it themselves if they wanted to.

So, it would go up as soon as they were able to purchase it and then they would fill it and maintain it through the season and as soon as its melted, they would get it off the baseball field so that they didn't damage any of the ground for baseball and it would be stored in the Hartford Brook shed.

It does require every year, a new, replacement liner so there is a little bit of go forward cost as they run about \$360.00, which was the cost that they got. She didn't know the lifespan but she thought that they should be able to get 10 or 15 years out of it but didn't really know.

Chairman Robertson asked if there were other questions.

Vice Chairman Pitman asked if they put it at Hartford Brook, did they think that it wouldn't hurt the sod grass where it hasn't froze yet?

Chairman Robertson stated that he didn't think so. Looking at the recommendations from 360 Sportscape from the four quotes that they provided, it looks to him that they actually recommend grass as the best surface and note that the part that goes on the ground actually protects the grass during the winter.

Vice Chairman stated with that being said, he would make a motion.

**Motion:** Vice Chairman Pitman moves to approve that Parks and Rec go ahead and with the funds they raised, to buy the skating rink and put it on town property

**Second:** Selectman Dill

**Discussion:** Chairman Robertson stated that looking at Katie's notes, he thought that they owed a real debt of thanks to DCS FOCUS, Oxland Builders, Abbey Run Construction, Stump King as well as all the other 78 donors.

Selectman Dill asked if they had raised all the funds at this point and Ms. Libby stated that they had. He remarked that this was awesome.

Ms. Libby stated that it was really exciting.

Selectman Dill remarked that it was only in two weeks to which Ms. Libby agreed.

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

Chairman Robertson stated that it looked unanimous and that if she wanted to move forward, the Board supports her.

Ms. Libby asked if they decided that next year that the gazebo would be better for the community, should they revisit at that point to which the chairman stated that they probably should or at least let them know that they are moving the location so that if there are concerns at that time, they could look at them.

Selectman Dill stated that the gazebo location would take quite a bit of fill to level that out to which it was agreed it would.

Mr. Lawrence stated that he would like to ask the Board what their opinion would be if they could find a way to regrading that area at the gazebo to make it flat as it was an idea that they were talking about yesterday when they were down there with Santa and if they could find the money or somehow figure it out how much it would cost, would the Board be in general agreement, he was looking for a show of hands, not a motion or anything but what they thought about flattening out that piece a little bit?

Chairman Robertson stated that he thought that the Board would be in favor of that Jeff and they have actually thought about it in years past and never gotten around to doing anything about it. This year was particularly dry but in years past, they have had ducks swimming down between the BBQ pit and the gazebo in certain areas.

He knew that drainage is a concern in there so it may be more than just a little leveling in there and putting some fill in but unless someone else wants to speak up, he thought that the Board would be in general agreement in making that a more level and more drained area.

Vice Chairman Pitman thought that it was a great idea and would much rather see the rink there if they could do it down the road.

Mr. Lawrence stated, just to let them know, they are going to rebuild the pit. They have been working with Steve Rollins on getting the old blocks out of there and get some gravel down so to have a good base and rebuild that pit so Andy can do his chicken again.

Chairman Robertson stated that this year was actually a nice reprieve, he thought.

He asked if there was anything else that they could do for Ms. Libby and she stated no.

Chairman Robertson thanked them for talking to the Board this evening and good luck with the construction.

### **Regular Business:**

#### **Review of Outstanding Minutes of November 23, 2020**

**Motion:** Vice Chairman Pitman move to approve the minutes of November 23, 2020

**Second:** Selectman Dill

**Discussion:**

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

#### **Vouchers/Payroll Manifest/Accounts Payable Manifest:**

##### **Accounts Payable for the week ending November 30<sup>th</sup>, 2020 - \$326,043.61**

The chairman stated that he would note that a shade over \$274,000.00 of that is going to R & D Paving for the asphalt and road reconstruction work that they have done and they were applying gravel today so he assumed that they were going to see one more statement from them before that project is paid for.

**Motion:** Vice Chairman Pitman moves to approve the accounts payable manifest in the amount of \$326,043.61

**Second:** Selectman McGarry

**Discussion:** Vice Chairman Pitman had two questions, first to Selectman McGarry and wanted to know if that \$274,000.00 and change, was this what the quote was to which Selectman McGarry answered that this was what the original bid was and that they would have additional costs for the gravel backup that was put down and they are still are not finished on Middle Road yet and they haven't done anything on South Road so, as Andy said, they will have additional bills that will be coming in for that.

Chairman Robertson stated that he wanted to note that it looked like on Middle Road, they were paving over the culverts that were ripped up and replaced and he did see a truck and a roller heading out there this morning.

Vice Chairman Pitman asked what the bill was from East Coast Signals for snow plowing last year.

Mr. Harrington stated that he asked Mr. Lemay and those were two invoices that were never submitted from the spring plowing season so they were submitted today.

Vice Chairman Pitman stated that it was now all good to which Mr. Harrington agreed.

Selectman Dill stated that he hoped that those shoulders hold through this rain storm. It seems kind of like an odd time to be putting gravel down right before it was predicted that we were going to get two inches of rain.

Selectwoman McHugh stated that there were two different contract prices and which was the price that they got to which Chairman Robertson stated that he wasn't aware of the difference between the final one that they okayed per the agreement but if anyone else has knowledge of that...

Selectman McGarry stated that the number was the \$274,000.00 and asked Mr. Harrington if that was correct.

Selectwoman McHugh thought that there were two contracts and one was a certain amount if they did it all and one with a lessor amount if they didn't have to do as much work.

Selectman McGarry stated that there was an alternate, added on if they did Cole Road and obviously, they didn't have enough money to do that.

Vice Chairman Pitman stated that he thought that it looked to him like they were using reclaimed asphalt and not gravel and Selectman Dill stated that it might hold.

Vice Chairman Pitman stated that he didn't know where it was coming from.

Mr. Harrington stated that the actual, Schedule A base bid was \$276,129.50 so they were slightly under what the bid was.

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

**Payroll Manifest – week ending November 25, 2020 - \$67,654.38 (gross), \$43,584.10 (net)**

**Motion:** Selectman McGarry moves to approve the Payroll Manifest as presented

**Second:** Selectman Dill

**Discussion:**

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

**Signatures/Correspondence:**

Chairman Robertson stated, moving onto the Flexible Benefits Plan Amendment that they received from the HealthTrust and if he is interpreting it correctly, up until this year, they have been able to rollover \$500.00 in the medical saving account. That is apparently going to change due to an IRS ruling and the agreement that they have sent them, agrees to keep the plan in compliance with whatever the IRS tells them moving forward into 2021.

Mr. Harrington stated that this was correct. IRS regulations increased the carry over from the current \$500.00 to \$550.00, that is exactly correct.

Chairman Robertson stated that he needed a motion for the chair to sign the amendment to their Section 125 Flexible Benefit Plan.

**Motion:** Selectman McGarry moves to allow the chair to sign the amendment to the Section 125 Flexible Benefit Plan

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman Robertson stated that they had their contract from Granite State Analytical and this is for water testing at the George B. White Building and asked if it included any other buildings.

Mr. Harrington stated that it did not, only the George B. White.

Chairman Robertson added that it is because it is a public water source because of the businesses in there and they are basically, the town's certified operator for the water testing and regulation and somewhere on there, he has a total amount for the contract of \$2,300.00, something like that.

**Motion:** Vice Chairman Pitman moves to approve the contract from Granite State Analytical for water testing at the George B. White building

**Second:** Selectman McGarry

**Discussion:** Mr. Harrington stated that the amount was \$2,130.00

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

Chairman Robertson stated that they had several of the plowing contracts with the addendum specifying that the town will not be paying for cutting edges back with signatures. They got the addendum back with signatures from D-Town, East Coast Signal, Steve Rollins, Gary Sanborn, Mark Tibbetts, Jonathan Winslow, Kevin Young, Waldo Twombly and the Fishers.

Selectman Dill asked who they were missing as this appears to be all of them.

Mr. Harrington stated that this was all of them. There are twelve.

Chairman Robertson stated that they had two trucks from Fisher and two trucks from Rollins to which Mr. Harrington agreed.

Selectwoman McHugh asked if Gary Sanborn's contract was there to which it was answered by several that it was.

Chairman Robertson stated that he didn't believe that they needed to take another motion but asked the town administrator if they had made a motion last week to accept the contracts or did they just move it along so to wait until they got the addendums to which he answered that he thought that they had just moved it along. They didn't approve them.

**Motion:** Selectman Dill moves to approve the amended plow bids

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman Robertson stated that this concludes their regular business. He didn't believe that they had anything under signatures or correspondence this evening beyond what they talked about already and he would look to John Harrington for the town administrator's report.

#### **Town Administrator's Report:**

Mr. Harrington stated that he had no items for the Board this evening.

#### **Unfinished Business:**

Selectman McGarry stated that he had a question in regard to a, basically, a paving cut on Middle Road, just west of Range Road and asked if anyone knew anything about that?

Chairman Robertson stated that this is where, and it looked to him that they put a culvert under the road there and it also looked to him like R & D Paving was doing something there today.

Mr. Harrington asked if he was talking about after the intersection of Range going right up the hill on Middle or to the left towards Gary Sanborn's?

Selectman McGarry stated that he was talking about going right, west.

Mr. Harrington stated that Steve replaced two culverts. That one further up the hill going towards the Leavitt's because that culvert has not been functional for years and so he just took it out and is paving over.

The one lower down towards Birch Road was not operational and that needed to be fixed as well.

Chairman Robertson asked if there was any other business or new business, he would entertain a motion to go into non-public session under RSA 91:A 3, 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.

**Motion:** Vice Chairman Pitman moves to go into non-public session under RSA 91:A 3, 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:** Selectman Dill

**Discussion:**

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

Chairman Robertson stated that at this point, he would note that no action was taken in the non-public session and would look for a motion to seal the minutes.

**Motion:** Vice Chairman Pitman moves to seal the minutes of the non-public session

**Second:** Selectman Dill

**Discussion:**

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

**Citizen's Comments:**

**None**

**Motion:** Vice Chairman Pitman moves to adjourn

**Second:** Selectman Dill

**Discussion:**

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

**Next Meeting: Monday, December 7 at 5:30 pm**

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