

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
January 19, 2021
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 will forego the Pledge of Allegiance

Chairman Robertson: A couple of small agenda changes but I am going to recognize Denny Greig first. She had asked to be on the agenda briefly, at the start and if you are with us, Denny, I would turn this Zoom over to you at this point.

Denny Greig: Thank you Andy. Yes, I am on the call and I just want to give a very quick update with respect to the vaccination program here in the state.

As most of you have heard by now that vaccinations for the next phase will be getting underway very shortly. We are very fortunate here in Deerfield, Phase 1a has gone well. Our first responders are in the process of working on their vaccinations and the licensed medical facility here in town, is also under way.

So, as we prepare to move into Phase 1b on January, that will be starting on January 26th, two clear messages we want to get to (couldn't understand). Number 1, is that persons who are 65 and older, can register, beginning this Friday at 8:00 am through the website <https://vaccines.nh.gov>. If you do not have internet access, then you can call 2-1-1.

That registration will start Friday, January 22nd at 8:00 am and that is for folks over 65.

If you are under 65 but have medical conditions and that puts you at significant risk, a higher risk, then you can reach out to your health care provider who will facilitate the registration and vaccination.

The important thing there is to keep an eye out for your email. Some health care providers are already reaching out to their clients and letting them know how the process will work in their system.

So, if you are under age 64 then you can wait to hear from your health care provider or reach out to your health care provider. If you don't have a health care provider, you can also call 2-1-1 for information on how to get one with respect to this.

The other Phase 1b individuals are residents and staff of residential facilities for intellectual and developmental disabilities. You can also call 2-1-1 or reach out to the vaccination website and finally, the last piece of information is that we work for the Greater Manchester Public Health network. It is not likely that Deerfield, as a town, will be holding a vaccine clinic until we reach the later phases so originally, the work will be through the state's fixed, site locations as well as pharmacies and health care providers.

At some point down the road, it may be that the town itself holds a clinic but that will all depend on how the phases go and the availability of the vaccine and thank you very much.

Selectman Dill: Denny, I have some questions for you, if I may.

What was the date again that you said that would start?

Denny Greig: The date for 65 and older is this Friday, January 22nd. Vaccinations actually start January 26th. That is the current plan and finally, I also want to echo the very consistent message: please, we know that the variant has been identified in Boston. Transmissibility of this is really critical so we encourage all of you; wear a mask, six feet apart and wash your hands. Thank you.

Selectman Dill: The other one, Denny, you said that they were working on getting someone in town who can give it?

Denny Greig: That will be down the road. So, we are talking Phase 3 and beyond so I will tell you that I think that a great majority of our residents will actually, and then those who have medical conditions will likely have had it by then.

Selectman Dill: Thank you.

Denny Greig: There is also, the important thing to note is that health care providers do have flexibility with respect to this. I will note, we will be updating the town's Facebook webpage, I'm sorry, Facebook page and that the Twitter page has already been updated so there is just some updated, improved communication about health care providers selection of pre-existing medical conditions.

Chairman Robertson: Great. Thank you, Denny. Any other questions for Denny?

Hearing none, thanks for your input. Appreciate the report.

I am going to move on to our regularly scheduled appointment with Kelly Roberts, Town Clerk, at this point.

Kelly Roberts: Hello everyone I just wanted to make a few announcements for the public and answer any questions or concerns the Board may have.

Beginning tomorrow, January 20, 2021 – January 30, 2021, is the filing period for local offices. The following offices will be up for election this year:

Board of Selectmen

1 for 3 years

Town Clerk/Tax Collector

1 for 3 years

Trustee of Trust Funds

1 for 3 years

Trustee of Philbrick-James Library

2 for 3 years

Cemetery Trustees

1 for 3 years

Water Commissioner

1 for 3 years

Planning Board

2 for 3 years

Municipal Budget Committee

3 for 3 years

Municipal Budget Committee

1 for 1 year

Candidates may file for office in the Clerk's Office during normal business hours during the file period. On Friday, January 29th, the Clerk's Office will be open, I'll stay open between 8:00 am – 5:00 pm. Candidates must be registered to vote in Deerfield. The Supervisors of the Checklist are meeting tonight from 7:00 – 7:30 pm if someone needs to register to vote before filing.

So, there is that. Do you have any questions about that?

Chairman Robertson: I don't think so Kelly.

I wanted to remind the Boards and Committees that have appointments expiring in April to start thinking about making their nominations soon. I will be sending reminders of expiring terms to each board and committee.

Okay, so I wanted to talk a little bit about I'm instituting and I looked back at the April 21st, 2008, Board of Selectmen's meeting. The former Town Clerk, Tax Collector Kevin Barry had informed the Board of several policies that he was instituting to safeguard the department, its employees, and inventory. A large portion of our inventory is state controlled and not accessible to anyone but me and Kim. After a lot of thought, I felt it very appropriate to update and reinstate his policy under my administration. Now, more than ever, especially with the pandemic, it's crucial limit access to the department, limit potential exposures to COVID and to protect the privacy of a lot of the sensitive data that we deal with, like registrations, vital records, birth dates, inventory so that was my thought process with that and before I read that policy, do you have any questions or want clarification, any concerns, advice?

Chairman Robertson: Anyone have any questions for Kelly or comments at this point? I'm not hearing anything Kelly so proceed.

So, the policy is Policy 2021-001 and I will give you a copy. It's called:

Accessibility to Town Clerk/Tax Collector's Office.

The access to the interior portion of the Office of the Town Clerk/Tax Collector will be limited to the Town Clerk, Deputy Town Clerk, On-Call Employees scheduled by the Town Clerk and office cleaning company personnel. Anyone else who enters the interior portion of the office will only be allowed by invitation or appointment only. Other departments having a need to access the Clerk's Office will approach the room from the public side.

This policy replaces former Town Clerk Kevin Barry's Policy 2008-001.
Effective Immediately.

When I was going through that, there was a handful of other policies that Kevin Barry instituted back in 2008 when he was Clerk that I will be revisiting and updating. Some of them are really good and some just need to be updated. When I have done that I will come back to the Board and share the new policies. The original policy that I just did will be placed in the Town Policy Book.

Chairman Robertson: Questions for Kelly about her policy regarding entry into the town clerk's office?

Vice Chairman Pitman: Kelly, so basically, you just want control as to who can come into your office so that you are protected from ...

Kelly Roberts: The COVID.

Vice Chairman Pitman: Potential COVID.

Kelly Roberts: And potential shutdown. So, if we were to shut down, we could stand to lose \$100,000.00 to another town.

Vice Chairman Pitman: I agree with you. I personally came in to see you last week and 100 percent agree that you should have control over that.

Kelly Roberts: Yes, it's for the best and I will make myself very accessible to you guys. I don't want it to seem like I am closing everyone off. There is a good reason why I am doing it so I will make myself present and I will make myself available to people. Emails, phone calls, Facebook, whatever it is, it is just a different time we are in but I have to do what I have to do.

Chairman Robertson: It makes sense to me Kelly. Any other questions or concerns for Kelly?

Hearing none, I would thank you for talking with us Kelly and we appreciate the effort you're making.

Kelly Roberts: All right. I still have some more stuff.

I wanted to get on the Board's next agenda, I don't know when that is because one of the things I'm doing right now at the beginning of the year is calendaring and scheduling for the 2021 tax bills, as well as the liening and deeding schedule. And then, I wanted to and tomorrow, by the way, is tax due date, tomorrow, Wednesday, the 20th, is our due date and I wanted to give you guys the revenue information in comparison after the due date so it is a better number. I also want at that time wanted to update you guys on the archive project because there is a lot going on with that.

And real quick, one last thing, kind of a less serious but fun note, I wanted to remind the public to license their dogs. We have the new tags available. The deadline is April 30th. I will be sending a mailer very shortly to the residents in town. I am waiting to receive the mailer from the State Prison's Print Shop.

Unfortunately, last year the rabies clinic had to be cancelled due to COVID 19 unfortunately and everything being shut down. I will, unfortunately, not be scheduling a clinic for 2021 because we are still dealing with a lot of that same stuff. The pandemic, it doesn't make sense. This has been such a great community event in the past, and I just want you to know, I will surely try to bring it back when it is safe to do so. It might not be this year. I will keep the community posted of any clinics in our area that they benefit from in the meantime.

And the last thing, I swear. Coming very soon, this is big, is the Top Dog Winner. Kim and I will be do another video for the residents and we will make sure that we get that posted on the website and Facebook, but we are excited to do that and the residents really get a kick out of it and we just love the dogs. Just a little fact for you guys and Cindy, we issued over 1300 tags in 2020 so despite the pandemic, we got the licensing done.

Chairman Robertson: Maybe later in the year, you could coordinate with Denny when we get to the Level 3 COVID-19 vaccinations, possibly in the community, we could do a combination COVID-19 and rabies vaccine day.

For people that needed both, it would be ...

Selectwoman McHugh: I just wanted to let you know too, I noticed that Northwood followed your tails and have a photo contest (couldn't understand).

Kelly Roberts: Nice. Good. Thank you, guys.

Chairman Robertson: Thank you and have a good evening.

Okay, he is not on the agenda but at this point, I would recognize Dan Holdridge who I believe wanted to just run through the warrant with us and John had emailed us the final copy that included the petition warrant articles as well and if you are with us Dan, I would welcome you.

Dan Holdridge: I am. Good evening everyone.

I am really excited to hear about the Top Dog program. My dog, Boomer is looking forward to that.

Appreciate everyone's support on the upcoming deliberative session and that is going to be held on January 30th at 9:00 am at the Arts and Crafts Building at the Deerfield Fairgrounds.

I also want to extend my appreciation to the Deerfield Fair Board for offering to host this event at their facility for us which enables us to have the safe distance operations for the COVID pandemic.

I also wanted to reach out as an appreciation to Denny as well as Kelly and Joanna and John and all those that are helping us get prepared for that important day so with that in mind, again the focus tonight, I just wanted to go through real quick, the articles for the deliberative session and identify who is going to be our key speaker after it is read.

And also, keep in mind, we are going to try and move the warrant articles as safely as we possible can, as quickly as we can to try and keep this as a quick meeting, just so we can try to minimize potential exposure to COVID and so with that in mind, we'll forego a lot of the ceremonial type of things and we will just hit the warrant articles running at 9:00 am. on the 30th.

So, the first warrant article is obviously, the budget and Andy, is that going to be you speaking on behalf of that?

Chairman Robertson: Typically, the chairman of the budget committee would do that and that is Herman Petreous who would move the budget. If for some reason, Herman isn't there, either Dick or myself would certainly move it but typically, we let the Budget Committee Chairman move the actual budget because it is their budget number.

Dan Holdridge: Yes, that's right, thank you. And Herman is MBC president?

Selectman Dill: Chairman.

Dan Holdridge: Article 2 is for the \$200,000.00 for roads repair and reconstruction of the roads. So, who is going to speak on that behalf?

Chairman Robertson: I would certainly move that and either myself or another select board member would speak to that end and we would probably defer to the highway agent if he was there as well and wanted to speak.

Dan Holdridge: Okay. Mr. Rollins, is it?

Chairman Robertson: Yes

Dan Holdridge: The third one is \$31,200.00 for the part time fire fighter. Would that be the chief on that one?

Chairman Robertson: Probably the select board will move it and we would defer to Matt to explain it.

Dan Holdridge: Perfect. The article 4 for the sum of \$8,000.00 to be used by the Northwood Lake Watershed Association....

Chairman Robertson: Yes, both of these the select board would move. I would probably move Warrant Article 4 and Dick Pitman would probably be best to move Warrant Article 5.

Dan Holdridge: Okay. Article 6 is the appointing one or more highway agents pursuant to an RSA there.

Chairman Robertson: Myself or another Board of Selectmen member would move that as well and speak to it.

Mr. Harrington: Excuse me, Dan, Andy. While we are on Article 6, there is a typo in there. The second RSA which currently reads 261:63 is actually 231:63. That will, that correction will be in the final warrant that the Board signs so it will be posted correctly but I wanted to take this opportunity to mention that.

Chairman Robertson: Thanks, and the remainder, 7, 8 and 9 Dan, are petition warrant articles and as I am sure you are aware, a petitioner would move and support those.

Dan Holdridge: Yes, either John, John, would you be able to get me the names of the folks that submitted that or is that ...

Mr. Harrington: Yes, I will send those out to you Dan.

Dan Holdridge: Thanks. Appreciate it. So, appreciate the small number of warrant articles so we should be able to do this in a timely manner.

Again, it is going to be at the Arts and Crafts Building on January 3rd, at 9:00 am. We will be having doors and windows opened per Denny's recommendations for the COVID pandemic so please advise the public to dress warmly and we will be having separate areas.

The downstairs lower level where the fair board meetings are held, will be where the unmasked folks will be and we will be setting up a video screen and audio and having an assistant moderator down there so that per Denny's recommendation, we have the separation required due to the latest strain that is extra contagious.

The upstairs will be masks only. That area is being prepared and set up tomorrow evening with whomever will be coming tomorrow to help set that up.

Chairman Robertson: And that's at 5:30 pm Dan?

Dan Holdridge: Correct. 5:30 pm tomorrow at the Arts and Crafts Building.

Chairman Robertson: Okay. Questions for Dan before he leaves us?

Selectman Dill: Dan, I just wanted to correct you, it is February 3rd, not January 3rd.

Dan Holdridge: What's that?

Selectman Dill: The deliberative session.

Dan Holdridge: Not it's not. It's January 30th.

Chairman Robertson: January 30th.

Selectman Dill: Okay, the 30th. I thought you said the 3rd.

Dan Holdridge: Yup, January 30th and the school is going to have theirs separately and that is going to be on February 6th so that is going to follow the week after. Eric Gross has been wonderful support as well and we will be helping him out at that time that week.

Chairman Robertson: Okay, thank you for joining us Dan. Appreciate it.

Dan Holdridge: You're welcome. Have a good night.

Regular Business:

Review of Outstanding Minutes of January 11, 2021.

Motion: Vice Chairman Pitman moves to approve the minutes of January 11, 2021

Second: Selectman Dill

Discussion: Mr. Harrington had a correction. If you turn to page 18, line 35, if you go down to line 37, you will see where that RSA is incorrect. It currently reads 261:63, I am recommending to the Board that we correct it to 231:63, to be accurate.

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

Accounts Payable week ending January 19, 2021 - \$91,194.02

Motion: Vice Chairman Pitman moves to approve the Accounts Payable in the above amount

Second: Selectwoman McHugh

Discussion: Vice Chairman Pitman: John, can you look into what is NEVO? It said Fire/Rescue – NEVO, \$750.00. I don't know, you can get back to me.

Mr. Harrington: Sure.

Selectwoman McHugh: Those are the masks, I think.

Vice Chairman Pitman: Oh, okay. John, can you find out what they did to the backhoe for \$1,500.00?

Mr. Harrington: Okay.

Vice Chairman Pitman: And I think we got taken advantage of by Manchester Paving on those culvert deals. Nothing that we can do at this point except that it should go out to bid if he is going to whack us \$3,600.00 to cover a culvert.

Chairman Robertson: That was two culverts?

Vice Chairman Pitman: I believe so.

Selectwoman McHugh: Yes.

Chairman Robertson: Okay, further discussion.

Selectwoman McHugh: Yes, what was the Northeast Earth Mechanical?

Vice Chairman Pitman: Sand

Selectwoman McHugh: Salt and Sand

Chairman Robertson: It is our sand contract, I believe.

Vice Chairman Pitman: Yes.

Selectwoman McHugh: There is a Granite State Mineral one too.

Vice Chairman Pitman: That's salt.

Selectwoman McHugh: Salt, okay. Perfect.

Chairman Robertson: Okay, further discussion.

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

Chairman Robertson: I am going to move to the assessing documents. I have two abatements recommendations. These are both from our representatives at Avatar.

The first is for the Wood's and that is Lot 423-086 and the abatement that is recommended is in the amount of \$563.00.

Motion: Vice Chairman Pitman moves to go with Avatar's recommendation for the Wood's

Second: Selectman McGarry

Discussion:

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

Moving on, we also have an abatement recommendation to grant from Avatar, the Webb's, Lot 419-048 and the recommendation is to abate \$325.00.

Motion: Selectman McGarry moves to approve the abatement as recommended by Avatar

Second: Selectman Dill

Discussion:

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

We have a supplemental tax warrant and this is Southern NH Systems Management Corp. This is Sherburne Woods, the development in Deerfield and because of the way that the tax process worked when the rate was set, we need to give them a supplemental billing for \$4,606.00.

Motion: Vice Chairman Pitman moves to approve the supplemental billing for Southern NH Systems Management Corp.-Sherburne Woods

Second: Selectman Dill

Discussion: Chairman Robertson: I would note that this is in request of the town clerk/tax collector. I would also note that last year, ended up giving them an abatement as opposed to a supplemental warrant.

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

Chairman Robertson: We have three veteran's credit requests.

The first is from James and Jennifer DeMasseo for the standard credit of \$750.00.

Motion: Selectman Dill moves to approve the veteran's credit

Second: Selectwoman McHugh

Discussion: Chairman Robertson: I did review the application and it appears to be in order.

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

We have another veteran's tax credit application from Richard and Tina Brennan and this is the standard deduction of \$750.00

Motion: Selectman Dill moves to approve the veteran's tax credit

Second: Selectman McGarry

Discussion:

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

And then lastly, we have a veteran's credit request from Jason Wesson and this is for the standard plus the additional as outlined in the application that he submitted for \$4,000.00.

Motion: Vice Chairman Pitman moves to approve the veteran's credit as submitted

Second: Selectman McGarry

Discussion:

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

Signatures and Correspondence

Chairman Robertson: I would note that we had a copy of things in Correspondence.

There was a summary from Ted Gatsas of the year in review from the Executive Council. I don't think that there was a lot else and the other items we will take up in New Business or Other Business that we have this evening.

Town Administrator's Report:

Mr. Harrington: I have a few items here.

First, I would like to get a sense from the Board. Our current agreement from Melanson, Heath expired with this past audit and they did send a renewal agreement that we could sign or I wanted to get a sense from the Board whether or not you want it to go out to bid for a new auditor for the year starting 2021.

Chairman Robertson: I have no dissatisfaction with Melanson and Heath but I think that we should probably go out to bid John. This is a fairly substantial amount.

Vice Chairman: You should correct the name to Melanson. There is no more Heath. I'm pretty sure you will find it.

Mr. Harrington: Okay.

So, the sense from the Board is to go to RFB to which many members also agreed.

Selectman Dill: What type of contract are we looking for on that John?

Mr. Harrington: Melanson was three years at a time. I don't know whether or not that is standard in the industry or if a new company would offer a different time period. We will have to wait and see.

I do have a sample RFB that Rita was able to get from another town that just went through this process so I will be hoping to get this posted as soon as possible for this year.

I also want to bring to your attention that you may be bringing up under New Business which is the Deerfield Parks and Rec American Legion proposal which I sent you all information on.

Nick couldn't be here because tonight is the start of the basketball season otherwise, he would be here to answer your questions and do the proposal himself but I wanted to bring that to your attention.

And with that, that is all that I had this evening.

Chairman Robertson: Thank you John. Questions for John?

Hearing none, moving to unfinished business.

Unfinished/Other/New Business:

Chairman Robertson: One thing that I, I think that everyone has had a chance to look at that was unfinished business from the last meeting, we had asked Steve Rollins or Steve Rollins had told us that he would be providing a quote for processing the old pavement that we have got, the reclaim that we have in the town pit.

I believe that it is a two-phase quote. We have an initial, the primary crushing with excavator rental for \$20,000.00 and then the secondary crushing which puts it into the grindable mix that we can use for \$11,000.00 so we are looking at a total of \$31,000.00 on the crushing quote.

Vice Chairman Pitman: Which is way over what we got in that line.

Motion: Vice Chairman Pitman moves to table the crushing quote for right now

Second: Selectwoman McHugh

Discussion: Chairman Robertson: I think that we need to see what we are paying for reclaim and see where the money would come from.

Selectman Dill: I guess my question on this too, is do we need to rent a machine in addition to the crusher? Do we need an excavator up there or that big payloader that we are renting right now able to load the machine?

Chairman Robertson: Yay, good point.

Selectwoman McHugh: How have we done it in the past?

Vice Chairman Pitman: You need an excavator to feed the machine and then the loader takes it away.

Selectman Dill: Okay.

Selectwoman McHugh: I know that but how did we do reclaim before?

Chairman Robertson: I think in the most recent past, we have hired Steve to do it. I believe there is also a reclaim, crushing contract with (couldn't understand) from Pittsfield that we have used.

Vice Chairman Pitman: Right.

Selectman McGarry: Do we know how many yards of material that we have there?

Chairman Robertson: It is not stipulated in the quote, no.

Vice Chairman Pitman: He just billed out 40 hours for each crusher which is crazy.

Chairman Robertson: I think we need more specifics and will need to talk to Steve about what he is actually proposing before we can decide what we want to do.

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

Chairman Robertson: Other unfinished business that the Board wants to take up at this time?

Selectman McGarry: Is Kelly still on?

Mr. Harrington: Yes.

Selectman McGarry: She had given the date range for people to file for the positions from the 20th to the 30th and I think the 30th is on a Saturday. Is that correct Kelly?

Kelly Roberts: It's the 29th. Maybe I misspoke but the last day to file is Friday, the 29th up until 5:00 pm.

Selectman McGarry: I kind of thought that was the case but I just wanted to make sure.

Kelly Roberts: No, thank you for that.

Chairman Robertson: Thanks for the clarification Kelly and Fred.

Other unfinished business?

Hearing none, I am going to move on to new business and I will start with the request we got from Nick, the Parks and Rec director to approach the American Legion about using their indoor space for Parks and Recs programs.

He also points out that the senior exercise group is already using the American Legion Post which I wasn't aware of but apparently that is ongoing and I haven't heard any problems with it but I don't know what the Board's pleasure is with regard to this?

Selectwoman McHugh: I thought that I said something in a meeting a couple of months ago about the exercise program being at the Legion.

Chairman Robertson: That might have well been.

Selectwoman McHugh: I don't think we should use the Legion because we don't want to open up our building. I still think that it is a Deerfield program and we are still liable so if we are still going to have a program, it doesn't matter what building it's in, we are still liable for people to still get COVID.

So, if we can't do it in our own building, we shouldn't be doing it in somebody else's building.

Chairman Robertson: Yes, I tend to agree there Cindy. I don't know how the rest of the Board feels.

Vice Chairman Pitman: Andy, did we spend a lot of money on doors to protect the police department so that we could open up that end of the building for things like this? I mean, Kelly's doors are locked and the chief's doors are locked, it should free up that area. I don't think that we should go to the Legion either. We have our own setup after all, we spent the money on.

Chairman Robertson: Yes, the only concern other than the doors that I recall, was the ability to clean the space appropriately.

Vice Chairman Pitman: Well, who do we send over to the Legion to clean it?

Chairman Robertson: Good question. I would assume it would be Nick and whatever staff he's got who could also clean the town's space.

Vice Chairman Pitman: It would be a lot easier keeping them home.

Selectman Dill: I'm not really in favor of either of these options myself. I think that there is a reason that we are shut down right now.

Selectman McGarry: Do we have any information from Denny?

Mr. Harrington: Denny, are you still on the line?

Chairman Robertson: I don't know if Denny has seen this or not. Do we want to push this off until our next meeting so we can talk with Denny?

Vice Chairman Pitman: Definitely.

Selectman McGarry: I think so, yes.

Chairman Robertson: Let's do that then and we will hold off on this until our next meeting and plan on talking with Denny and reviewing with state guidelines as well.

At this point, I don't have any other new business and I don't know if other Board members do?

I would mention that I am planning on going into non-public after this.

Vice Chairman Pitman: Can you read off the non-public numbers?

Chairman Robertson: Yes, if there is no other new business or other business, I would appreciate a motion to go into non-public session under RSA 91:A-3, II(c) Matters which if discussed in public, could adversely affect the reputation of a person not a member of the Board.

Motion: Vice Chairman Pitman moves to go into non-public session under RSA 91:A-3, II(c) Matters which if discussed in public, could adversely affect the reputation of a person not a member of the Board.

Second: Selectman McGarry

Discussion:

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

Chairman Robertson: I would note for the record that no action was taken in the non-public session and would ask for a motion to seal the minutes.

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

Second: Selectwoman McHugh

Discussion:

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

Chairman Robertson: That said, if there is no other new business, I would move to Citizen's Comments.

Citizen's Comments:

None heard

Motion: Vice Chairman moves to adjourn at 6:30 pm

Second: Selectman McGarry

Discussion:

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

Next Meeting: Monday, February 1, 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*