

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
March 16, 2021  
MINUTES**

**Call to Order**

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

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

**Absent:** Fred McGarry, Selectman

Chairman Robertson: I appreciate everyone's patience. I postponed last night's meeting due to internet connectivity issues which I was having.

It's not on the agenda but our first order of business this evening is going to be to go into non-public session under RSA 91:A3, II(I) and that's for legal counsel whether counsel is present or not and I could use a motion.

**Motion:** Vice Chairman Pitman moves to go into non-public session under RSA 91:A3(I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

**Second:** Selectman Dill

**Discussion:**

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

Chairman Robertson: We don't have Fred McGarry with us yet this evening. If you can keep an eye out, John, just in case he comes into the waiting room while we are in non-public.

**(Selectman McGarry joined the meeting during the non-public session)**

Mr. Harrington: All right. Let me get everyone into the waiting room and I will let you know when you are ready to go.

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

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

**Second:** Selectman McGarry

**Discussion:**

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

Chairman Robertson: Moving on with our agenda and I apologize for the delay to the Parks and Rec folks and Nick, but next up is Nick Lawrence and we told him to come back to this meeting to consider reopening the GBW for DPR programming and in the meanwhile, Nick has also forwarded us the DPR Summer Camp proposed options that he is looking for input on and at this point, I guess I would turn it over to you, Nick, for any details.

**Nick Lawrence – Reopening GBW for DPR programs:**

Mr. Lawrence: Yes, so I think you received both of the proposals so I don't know if you had a chance to take a look. I would just like to answer questions about those. I think that those are the two most feasible options if we are going to move forward with summer camp, which we hope to do.

So, if the Board had a chance to review those in depth, I would be happy to start answering questions.

Chairman Robertson: Sure, I would start by saying we did. We got both Option A and Option B and speaking for myself, I think I am probably be comfortable moving forward with Option A and hoping that things continue improve statewide. I don't know how the rest of the Board feels, got differing opinions or if you've got questions for Nick?

Selectman McGarry: Yes, I have similar feelings as you, Andy.

Selectman Dill: Yes, that's where I am as well. I would prefer Option A.

Chairman Robertson: Is there any disagreement with Option A?  
Hearing none Nick, I think that you can take that as consensus is in favor of moving forward with Option A.

Mr. Lawrence: That's fantastic. Thank you very much.

Chairman Robertson: And now to the other question, as to opening of the GBW, I apologize for not recollecting exactly but, I know that your first proposal for reopening the GBW was fairly limited programming and I don't know if that is still what you are looking for. I think that there may be some differences of opinion on the Board in regard to limited programming in the GBW verses just full roll out of traditional DPR programming?

Mr. Lawrence: Sure, so we are happy to keep it limited, Andy. I think that we had proposed that we have a couple of different adult programs just in the mix there because we like to serve the whole community in general.

If we can do that here in the George B. White Building and kind of use that as a soft opening for summer camp and those processes for moving forward with the program, I think it could be beneficial that way as well so I am happy to answer questions on that too.

Chairman Robertson: I would say from my standpoint, I am, at this point, would support limited opening. A couple of reasons I will give for my support for limited opening.

One, we have the lockable doors in the hallway now and I think it will be absolutely mandatory that those doors stay locked and not be used to move in between the two departments.

The other thing that factors into my decision that I know that our entire police department has been vaccinated at this point. I think some other folks in the town offices either have or will have the opportunity to have the vaccine in the next two to four weeks and also, I know John brought up earlier that we have some ventilation equipment that serves those back classrooms in the GBW and I know that John Harrington is looking into getting those serviced to see if they will work.

Those are air exchangers that have been there since the nineties that have not been in use for a little while but if they were able to be put in service, it would possibly mitigate the situation.

At this point, I would look to other Board members for their questions or concerns.

Vice Chairman Pitman: Andy, can John make sure that those doors do stay locked and employees don't, as you say, go in between the two ends of the building?

Mr. Harrington: I will certainly remind everyone personally that that is imperative once we open up the program that those stay locked but because they are fire doors, I can't ...

Vice Chairman Pitman: No, no, you can tell employees ...

Mr. Harrington: Absolutely.

Chairman Robertson: Not to use them.

Mr. Harrington: Correct.

Selectman Dill: (Dog barking) programs are we looking at right now for the summer program?

Mr. Lawrence: I think that the three that we are looking at was Senior Fitness, moving that back over from the Legion, the yoga program and maybe one other craft program. Just a very soft opening, very minimal with the numbers that we are going to have in the building.

Selectman Dill: So, I thought that we had kids programming and not adult programming on the last idea that you had. I thought that we had some kids craft programs instead.

Mr. Lawrence: That may have been, I think that the Commission's proposal was to go with the adults because they felt more confident in that at that point, I am not 100 percent sure. I would have to go back and check.

But again, yes, even that use of crafts for kids, that was actually one that I had thought about before, too and again, another way to use, to get a feel, for this soft opening of managing kids going to summer camp.

Chairman Robertson: Other questions or concerns?

Selectman McGarry: Do you have any input from Denny?

Chairman Robertson: I think that Denny is with us. If you are still with us Denny, can you offer your input?

Ms. Greig: Yes, I am here. I guess my only input would be, I do think in regard to the fitness and yoga, that we do get an answer to the issues of ventilation. The difficulty is that virtually every piece of guidance out there does state that you want to maximize ventilation and our difficulty is that the windows and doors are on the same side. There is no cross ventilation so in terms of maximizing ventilation there, getting that up and running would be extremely helpful.

I mean, we are still at fully vaccinated at 10 percent numbers in the state and 20 percent have received a first shot, a first dose so we are not entirely there yet and I think that adherence to maximizing ventilation and minimizing risk for the folks as well as the protocols that Nick will need to get in place just in respect to notifications, all of the usual things that we have in the event that there is a case, what that means in terms of notice, etc. to the chain of command, etc.

Chairman Robertson: Okay, thank you Denny.

I guess the only comment that I would have with regard to the senior fitness program, is I think, they have seemed to have managed to have the senior program safely at the Legion hall which, I guess, I don't have any hard imperial data here but that seems at least as risky as using the space in the GBW, maybe riskier.

Don't know how the rest of the Board feels but, and I don't know if we want to try to give Nick a date, if we want to say April 1<sup>st</sup> or something along those lines to move forward with limited proposal?

Mr. Harrington: The only thing that I would have to say about that, we would have to see whether or not that ventilation can be brought back to life or how much that will be, cost-wise. My plan is to get somebody in there as soon as possible to give us an evaluation of what we are looking at.

Chairman Robertson: I would also think that even though there isn't cross-ventilation, we do have doors and windows there and if we had some fan alternatives that we could use to move air and move it outside, that might help elevate the situation as well.

Vice Chairman Pitman: It would do the same thing.

Selectman McGarry: Yeah.

Vice Chairman Pitman: It should be fine.

Chairman Robertson: So, I don't know if we need a motion on this if we could use a motion with a date to allow this to happen or is there general consensus among the Board?

Selectman McGarry: Nick, are you okay with that April 1<sup>st</sup> start?

Mr. Lawrence: I would gladly take that.

Chairman Robertson: That would give us a couple of weeks here to see what you have got for guidelines and see what we can do for ventilation.

Mr. Lawrence: That's perfect.

Chairman Robertson: Are you willing to make that a motion, Fred?

**Motion:** Selectman McGarry moves to authorize Mr. Lawrence to begin the program starting April 1st

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman Robertson: So, there doesn't seem to be any opposition Nick so you have the green light to move forward with limited programming contingent on what we have for safety, what you have for safety guidelines. I think that we would like to see that if you have some plan as to how you are going to handle it and what we can do for ventilation.

Mr. Lawrence: I can certainly do that for you guys and I appreciate the consideration.

One other thing that I wanted to run by you as well while I have you.

We are looking to do an Easter Bunny event similar to the Sit with Santa, on March 27<sup>th</sup> at the gazebo field. It will pretty much be handled the exact same way that it was back in December so just hoping to let you guys know about that too.

Chairman Robertson: Yeah, I don't think there is any opposition to that from the Board. If there is, speak up.

And seeing none, it looks like a great program, Nick.

Mr. Lawrence: Excellent. Thank you, guys.

Chairman Robertson: Thank you and have a good evening.

Mr. Lawrence: You too. Bye, bye.

#### **Chief Duquette – Police Department Quarterly Update:**

Chairman Robertson: Okay, our next item is Chief Gary Duquette from the Police Department with a quarterly update and if Gary could also fill us in on his new hire that we need to act on later this evening, that will be appreciated.

Chief Duquette: Hi, good evening. How is everybody doing?

Board members answered.

Chief Duquette: So, I left you all a memo. We finally completed our hiring process. Kind of took a long time but we did find one good candidate.

We went through the process. He completed everything very well and so we are looking at a start date for him of April 2<sup>nd</sup>.

No experience. Brand new young man by the name of John Delaney. He lives in Merrimack so we are going to get him started in April. I already have his paperwork in for the next, full-time police academy which starts on May 3<sup>rd</sup> so we were able to get that in on time.

I think that he is going to make a really good addition. He is going to be a really good fit for our department and this community.

Happy to finally get through this whole thing. It is very, very hard to find people in this day and age. It's just a long, lengthy process so we are glad to have that done with.

Other than that, we finally got one of the new cruisers in that I ordered. This would be the one that I ordered back in at the end of September of last year. It just came in. The pandemic just really pushed everything back. It has just taken forever to get this stuff done.

So, that finally came in. I am going to go pick it up Friday. It's a Dodge Charger. Same color as we are using now, white, all-wheel drive, 6-cylinder. It should be a nice car for us.

We are going to get that Friday. Look at dropping it off to get it outfitted March 29<sup>th</sup>. They're really backed up so I don't expect to see it, probably hoping by the end of April. Same problem. Everything came in at the same time so things are really backed up. It is what it is.

A little bit different this year. It will be marked but you won't see any light bars on it. We are going to a low profile for the simple reason of just finances.

Lightbars are upwards to \$4,000.00, \$4,500.00 to get a decent one so we are going to forego those. All the lights will be on the interior. It will be well lit so there will be no mistaking it but you will just see a little bit different style with the way that we are going this time.

I did order a second one for this year back in January. Be lucky to see that by May or June. I am hoping and same thing, front line marked cruiser. It will be marked up and set up the same way so at least by the summer, we will probably have two new cars on the road which is great because the ones we got are all 100,000 miles or better so and we have a lot of maintenance issues now so the timing is good.

Other than that, it's really just business as usual for us.

Chairman Robertson: Great. Questions for the chief while he is with us?

Vice Chairman Pitman: Yes, I have one, Andy. Chief, what does Delaney do the month after he is hired? Does he, do you keep him busy until he starts the school?

Chief Duquette: Yes, actually that works out good. So, we will have him for four weeks. I think that it is to his advantage to have a few weeks exposure before he goes in there.

So, we will be able to get him qualified on firearms, taser, CPR certified, we will be able to get all those things out of the way before he goes in.

So, we have an, eight-week, in-house field training program so we will get a little bit of that out of the way. He will be out in September, of the academy. He will finish off the FTO program so we are looking at him probably being ready to go on his own by late October, first of November which works out really good.

That will bring us back up to full staff so we are pretty excited about that.

Vice Chairman Pitman: Thank you.

Chairman Robertson: Any other questions? Hearing none, I would thank you for being with us tonight, Chief and I appreciate you waiting for us to wade through a non-public session and lousy up the agenda.

Chief Duquette: No problem. Y'all have a good evening.

Chairman Robertson: You too.

### **Regular Business:**

#### **Review of Outstanding Minutes of March 1, 2021.**

**Motion:** Selectman Dill moves to accept the minutes of March 1, 2021

**Second:** Selectman McGarry

**Discussion:**

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

#### **Accounts Payable – Week ending March 8, 2021 - \$73,952.50**

**Motion:** Selectman McGarry moves to approve the Accounts Payable week ending March 8, 2021 in the amount of \$73,952.50

**Second:** Selectman Dill

**Discussion:**

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

#### **Accounts Payable – Week ending March 15, 2021 - \$104,418.01**

**Motion:** Vice Chairman Pitman moves to approve the Accounts Payable for the week ending March 15, 2021 in the amount of \$104,418.01

**Second:** Selectman McGarry

**Discussion:**

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

**Payroll Manifest for week ending March 3, 2021 - \$69,332.23 (gross); \$43,391.12 (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

**Personnel Action Request – John Delaney**

A new hire in the police department. This requires Board approval so I could use a motion to approve the hiring of John Delaney as a new police officer.

**Motion:** Vice Chairman Pitman moves to approve hiring John Delaney as a new police officer for the Town of Deerfield

**Second:** Selectman McGarry

**Discussion:**

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

**COVID-19 Vaccination Reimbursement Directive.**

This essentially, I don't believe we have anything that is coming forward with this but it enables us to seek reimbursement for first responders who took time on the job to be vaccinated and that would be police, fire and rescue.

I think that this is probably, would be more along the lines of the police department probably than rescue or fire but rescue and fire would certainly be applicable to this as well.

We need a motion to sign the directive.

Mr. Harrington: One correction. This directive is to enable the town to get reimbursed for any time for any of our EMDs, or fire fighters or police departments that participate in the vaccination program.

Chairman Robertson: Right. Thank you for the clarification, John.

If we could get a motion to sign this directive, it would enable us should the option arise to seek reimbursement.

**Motion:** Selectman McGarry moves to approve signing the directive

**Second:** Selectman Dill

**Discussion:**

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

**Utility Pole Petitions:**

Chairman Robertson: We have one for Cotton Road and one for Church Street. I do not have the specific petitions in front of me because I ran out of ink this afternoon.

Mr. Harrington: Both petitions have been approved and reviewed by the road agent and I have them in front of me with his sign off on them.

**Motion:** Vice Chairman Pitman moves to approve both Utility Pole Petitions as presented

**Second:** Selectman McGarry

**Discussion:**

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

Chairman Robertson: Under assessing, we have two veteran credit applications; both appear to be in order. One is for L. Davis at the standard deduction of \$750.00 and the other is for G. Durant which is also the standard deduction of \$750.00.

**Motion:** Selectman McGarry moves to approve both veteran credits as presented

**Second:** Selectman Dill

**Discussion:** Mr. Harrington: Are these for both, Andy?

Chairman Robertson: This is for both, yes.

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

Chairman Robertson: We have an Intent to Cut that doesn't actually require a motion and a second but we do have a Timber Tax Levy and this is for Lot 403-1 and 205-2. This is for Alan Barton. It is property off of Griffin Road and the amount of the levy is \$8,735.67

**Motion:** Vice Chairman Pitman moves to approve collecting the Timber Tax Levy of \$8,735.67

**Second:** Selectman Dill and Selectman McGarry

**Discussion:**

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

Chairman Robertson: That takes care of all of our regular business.

I would move to the Town Administrator's Report at this time.

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

Mr. Harrington: I want to bring to the Board's attention, a correction needed on the March 1<sup>st</sup> minutes. The minutes approved were from 2/22/21 not 2/16/21.

Chairman Robertson: Okay.

Mr. Harrington: You all got an email from me indicating that there was a calculation error from the PSNH appeal payment. The calculation error was in the interest owed so PSNH will be returning \$35,610.00 to the Town of Deerfield out of that payment.

Vice Chairman Pitman: How does something like that slip through the cracks?

Mr. Harrington: This calculation was done by Upton and Hatfield. They had someone working on the spreadsheet from the beginning on this and the figures came from them and they did admit that it was their error that the figure came down.

Vice Chairman Pitman: Thank you.

Chairman Robertson: I'm glad that the error resulted in us getting \$35,000.00 back instead of the other way around.

Mr. Harrington: Yes, as am I.

So, that final payment will end up being \$130,988.47.

Chairman Robertson: Okay.

Vice Chairman Pitman: Beautiful.

Mr. Harrington: And, I have asked Public Service for a letter indicating that this payment reflects finality to this process and that is it for me this evening.

Chairman Robertson: Okay, thank you John.

Questions for John?

Hearing none, I am going to move onto a conglomeration of unfinished business, new business or other business that folks may have that they want to bring up at this time.

#### **Unfinished/New/Other Business:**

Vice Chairman Pitman: Do you have something that you are bringing up first, Andy?

Chairman Robertson: The only thing that I would bring up and mention is that I took a couple of phone calls and read a lot of social media about muddy roads over the weekend and to my understanding this is as much of a result of the

particular weather conditions we had but if anyone else had a comment that they would like to share about that at this time, I would welcome it or not welcome it but listen to it.

Vice Chairman Pitman: My only comment was, hopefully John, it has nothing to do with this past week, hopefully John can get bids prepared so that we can get them out before our next meeting to award our new gravel and sand.

Mr. Harrington: Yes.

Vice Chairman Pitman: Include on there, state specs, not just price. We used to bid that it had to match state specs, I don't have them in front of me, state specs on the gravel.

Chairman Robertson: We can pull that off of the DOT website. They keep that updated and published.

Selectman McGarry: Yep.

Mr. Harrington: Before I put these together Dick, I may give you a call just to make sure that I know what you are looking for.

Vice Chairman Pitman: Okay. Thank you. I just want to make sure. It is time to getting it going now before the prices go up and then I was going to ask you, Andy, when are we going to be putting out a paving bid before that price goes, hopefully not any higher?

Chairman Robertson: Well, I'm not sure exactly. We are solely dependent on our warrant article passing and what we have for a specific plan. I think that we would probably have to pull the road agent in and ask him what his specific paving plans are for the upcoming year.

Selectman McGarry: That kind of leads into the question that I was going to ask and certainly we have the listing of roads that were recommended for reconstruction from Southern NH and I think we should probably take a look at that list with the road agent and decide which ones are going to be requiring substantial amount of work and therefore being able to take it and put those out to bid rather than expecting town forces to do all the work.

Chairman Robertson: And I think the highway agent had indicated when we questioned him about this during budget season, that his plan was to do exactly that, take the quantitative report that had been done on road condition and work in order of what had been recommended.

Vice Chairman Robertson: Thank you.

Chairman Robertson: Other new, unfinished or other business that we need to discuss at this time?

#### **Citizen's Comments:**

**None**

**Motion:** Vice Chairman Pitman moves to adjourn if there aren't any

**Second:** Selectman McGarry

**Discussion:**

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

**Next Meeting: Monday, March 29, 2021 at 5:30 pm**

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