

TOWN OF DEERFIELD, NH
Board of Selectmen
 George B. White Building
 8 Raymond Rd. Deerfield, NH 03037

December 27, 2022
Meeting Minutes - ~~Draft~~ FINAL

Meeting called to order at 5:30 by the Vice Chair.

In Attendance: Cindy McHugh, Richard Pittman, Alden Dill, Will Huebner, John Harrington

Pledge of Allegiance

Errol Rhodes, Candidates Night: Mr. Rhodes would like to use the selectboard's meeting room to host a Candidate's Night sometime between February 6th and March 10th. Mr. Pittman asked if Mr. Rhodes would be responsible for finding a moderator. Mr. Rhodes said that he would. Mr. Dill said that he thinks a Candidate's Night is a good idea. Ms. McHugh made a motion to allow Mr. Rhodes to use the meeting room for Candidates Night, date to be determined, seconded by Mr. Huebner. All in favor. Motion passed.

Regular Business

Vouchers/Payroll Manifest/Accounts Payable Manifest:

- Payroll Manifest - Mr. Dill made a motion to approve the manifest in the amount of \$85,433.92 gross/\$54,926.16 net. Motion was seconded by Ms. McHugh. All in favor. Motion passed.
- Accounts Payable - Mr. Huebner made a motion to approve the manifest in the amount of \$48,068.89, seconded by Ms. McHugh. All in favor. Motion passed.
- Payroll Manifest for Deerfield Community School - Mr. Huebner made a motion to approve the manifest in the amount of \$1,200,000.00, seconded by Mr. Dill. All in favor. Motion passed.

Review of Outstanding Minutes: Motion was made by Mr. Dill to approve minutes of the 12/19/22 as written, seconded by Ms. McHugh. All in favor. Motion passed.

Unfinished Business:

2022 Encumbrances:

- **Request for Encumbrance for Highway Dept:** Two bids submitted for South Rd line striking. One was for \$3432.00 from Markings Inc. The other was for \$3801.60 from Industrial Traffic Lines. Mr. Dill made a motion to approve the contract for Markings Inc for \$3432, seconded by Ms. McHugh. All in favor. Motion approved.
- **Request for Encumbrance for Planning Board:** Mr. Dill made a motion to approve \$24,000 to work on Master Plan with Southern NH Planning, seconded by Ms. McHugh. All in favor. Motion passed.

Warrant Articles: Tabled until next meeting

Town Administrator's Report:

Mr. Harrington reported that he had two items for the BOS. The first was a chart for Health Officer pay rates in surrounding communities. Mr. Harrington explained that the chart provided information from Raymon, Northwood, Epsom, Allenstown, Candia, and Nottingham. The chart is sorted by whether the position is combined with another position or a stand alone position. Epsom is the only community with a stand alone Health Officer position. Other towns combine the position with another duty, typically the building inspector. The chart also included whether the position is paid by yearly stipend or hourly pay rate. The board asked questions about how many hours the Health Officer spends on Health Officer related duties. There is no documentation of this information but the duties are often overlapping with other duties. Ms. McHugh made a motion to pay the Health Officer a \$5000.00 yearly stipend. Motion was seconded by Mr. Dill. Mr. Huebner made a motion to amend Ms. McHugh's motion to require the Health Officer to keep track of hours spent on Health Officer related duties for the 2022-2023 year. All in favor. Motion as amended passed.

The other item Mr. Harrington had was the cable agreement, which is ending in 12/2023. The consortium recommended approaching Breezeline for an amendment to the current contract that all the communities hold for an additional five years. Mr. Harrington explained that if we let the current contract expire and try to renegotiate a new one, we would not be able to negotiate our current arrangement. Breezeline is revamping their contracts. The BOS asked if the cable committee had given a recommendation. Mr. Harrington said that the committee has not met in some time. The BOS agreed to table this item until the next meeting to allow Mr. Harrington to reach out to the cable committee.

New Business/Other Business

Mr. Pittman made a motion to appoint Ms. McHugh as the Interim Emergency Management Director, while the town searches for a new permanent person for this position. Motion was seconded by Mr. Dill. Mr. Huebner asked if the town had started searching for a new person for this position. Mr. Harrington said they had not yet advertised. Mr. Dill said this is one of the jobs that Denny Grieg had done in combination with her other duties and that it is now vacant. Ms. McHugh said this job had been thrown at Doreen Schibbelhute as the new Welfare Administrator, only because Denny had been doing it before. Vote on Mr. Pittman's motion was 3 in favor, none opposed, one abstained. Motion passed.

Mr. Dill asked Mr. Harrington if a declaration of disaster had been made in relation to the storm on 12/23. Mr. Harrington said not that he was aware of. Mr. Dill said he had been hoping for funding for repairs. Ms. McHugh asked if there had been anything from the state about the culvert on 107 at Freese's Pond. Mr. Harrington said the state is collecting data as to how many hours have been spent and the cost to the community. Mr. Harrington said they are sending a document but he has not seen it yet.

Mr. Pittman presented an email from a resident, Tony Brock, that had been sent to his personal email. Ms. McHugh read the email for the record. In the email, Mr. Brock stated that he had called the highway dept on 12/17 to let the road agent know that Middle Rd could use some sand as there were two cars off the road in front of his driveway. Mr. Brock stated that on 12/21 his daughter was involved in a car accident because she could not stop on the icy road for another vehicle that was backing into Mr. Brock's driveway. Mr. Brock said there were no injuries but that they now have \$12,000 in damages to deal with. Pete Schibbelhute approached the desk to speak to the email. He said he received a call from Officer Alex Molet. The road had been sanded, needed more, more sand was put down after the accident. Mr. Schibbelhute said that he did not know how fast the vehicles were going but that the officer was able to stop his vehicle safely, and that more sand was put down after he got the call from Officer Molet. Mr. Pittman asked Mr. Harrington to reply to Mr. Brock's email to acknowledge it but the BOS agreed that there isn't anything they can do about the damages to Mr. Brock's property.

Mr. Dill asked Mr. Schibbelhute about road damage after last Friday's storm. Mr. Schibbelhute provided a powerpoint presentation with pictures and videos of storm damage. The BOS watched the powerpoint and Mr. Schibbelhute provided explanations of the damage and answered questions from the board.

Citizen's Comments: Jon Therrien 23 Cole Rd stated concerns about safety of Cole Rd. He said paving several years ago was just a bandaid and that drainage is needed.

Mr. Pittman made a motion to adjourn, seconded by Mr. Dill. All in favor.

Meeting adjourned by the Vice Chair at 6:35 PM.

These minutes were transcribed and respectfully submitted by
Tina St. Peter, Recording Secretary
Pending approval by the Board of Selectmen