

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
February 13, 2023  
MINUTES**

**Call to Order**

5:35 – Chairman McGarry called the meeting to order

**Present:** Chairman Fred McGarry, Vice Chairman Richard Pitman, Selectman Alden Dill, Selectwoman Cynthia McHugh and Selectman Will Huebner.

**Pledge of Allegiance to the Flag.**

**Sadie Stimmell, Chairman of the Board of the Library Trustees:** The library recently found out that the Deerfield Room in the library is not up to fire code so they are no longer allowed access to this space. They are working on a plan to remedy the issue. She speaks to a grant that Anne Meyers, Director of the Library, found where the town does need to match a certain percent.

**Anne Meyers, Director of the Library:** She iterates the space restraints due to the closing of the Deerfield Room. She explains the AARP Livable Communities Grant and that it is due March 15, 2023 so it's a tight timeline. She explains a few options of what can be done to solve the problem. Selectman Dill asks Anne to explain exactly what the issue is. Ms. Meyers explains that there is only one egress and very small windows. She explains that one option would be to have an egress window installed by digging out around the foundation and have access steps with a dome over them. John Dubianski, Deputy Fire Chief, explains that the room is a longways from meeting assembly room compliance for fire codes. Selectman Huebner asks if this is a new issue or was it ever sighted before. Mr. Dubianski explains that they were asked back in 2019 to go through the town buildings and address any fire code issues and so they worked their way through the buildings and since then the town has been updating the issues that were found. As of right now they don't want more than one person in this room at a time as exiting would be difficult more than one person at a time. Selectman Huebner asks if there is a need to have it as an assembly space or if a sign can be put up to make it a one person at a time space. Chief Fisher states that the room can only be occupied by one person at a time to pick out a book and then the book must be brought to a safer room for reading. Selectman Huebner questions why this was not been addressed before and Chief Fisher explains he cannot speak for anything prior to him becoming Chief. Selectwoman McHugh asks about how important the room is for meetings. Ms. Meyers explains that the space is certainly needed. She spoke about using 7 Church Street for extra space but found the patrons preferred being inside the library itself so this space is crucial. Ms. Meyers assures the Board that the Trustees and Library are more interested in finding a solution within the existing floor plan and not messing with the foundation. They are also going to meet with the Heritage Commission to see if any resources or opportunity lie with them. Chairman McGarry explains he would like to see a plan before moving forward. Mr. Dubianski returns to the mic to explain that the furnace is the issue. Having to maneuver anywhere around the furnace to get out of the building during a fire is a no go. He explains that the ideal solution is to find a way to engineer a second exit that exits to the outside because that's truly what a fire exit is supposed to do. The next best thing would be to find a way to relocate the hazard, the furnace. Ray Ellis explains the lack of fire safety in the room and that something needs to be done. He just wants everyone to be safe. They go onto discuss how the old the furnace is and other updates that have been made at the library and possible solutions. Chairman McGarry asks Ms. Meyer's if the grant would cover the cost of hiring an architect to look at the entire situation and propose some ideas. Ms. Meyers explains that this is a high impact grant and doesn't feel there is time for that. She explains the grant is for construction only. Vice Chairman Pitman asks Kevin Lemieux, Building Inspector/Code Enforcement Officer, his opinion. Mr. Lemieux's opinion is to relocate the furnace if possible. Ms. Meyer's also explains that for this grant it can be done phases. She reminds the Board that with grant money it's never guaranteed. Erroll Rhodes speaks up about the how the Heritage Commission can help. Ms. Meyers states she is definitely willing to work with Heritage Commission. She points out to the Board that the Grant she is currently looking at fills small scale capital needs and hopes to generate momentum to increase community partnerships like the Heritage Commission and Library working together and attracting additional support.

In the end they agree that the library and Heritage commission will meet and they will then get back to the Board with their ideas and/or plan at the Boards next meeting.

### **Regular Business**

#### **Review of Outstanding Minutes:**

**Motion:** Selectman Dill makes a motion to approve the minutes from 1/30/2023 as written.

**Second:** Selectwoman McHugh

**Discussion:**

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

#### **Accounts Payable Manifest:**

- Accounts Payable - \$26,371.20

**Motion:** Vice Chairman Pitman makes a motion to approve the accounts payable in the amount of \$26,371.20.

**Second:** Selectman Dill

**Discussion:**

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

#### **Signatures and Correspondence:**

Signatures – Timber tax. Property owned by Mr. Blaisdell. Amount of \$546.52.

**Motion:** Vice Chairman Pitman makes a motion to collect the funds of \$546.52 from Mr. Blaisdell.

**Second:** Selectwoman McHugh

**Discussion:**

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

Timber tax. Property owned by Mr. Blaisdell. Amount of \$3.45.

**Motion:** Selectman Dill makes a motion to collect the funds of \$3.45 from Mr. Blaisdell.

**Second:** Selectwoman McHugh

**Discussion:**

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

Rags to Roses Professional Cleaning Service contract. John Harrington reminds the Board that they had asked him and Ray Ellis to review the new contract and then present it to the Board. Mr. Harrington explains they reviewed it and the only changes they saw were the cost increase and changes in some of the reporting wording so it was now ready for the Boards review and approval. The cost increase is to \$625 a week. The current contract is \$472.50 a week.

**Motion:** Selectwoman McHugh makes a motion to approve the new contract and to have the Chair sign on behalf of the Board.

**Second:** Vice Chairman Pitman

**Discussion:**

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

Tax payment agreement. The Board had asked Mr. Harrington to meet with the resident and come up with a tax payment plan. This is that plan and it is awaiting Board approval. Map 208, Lot 84. Payment will be \$150.00 a month to go toward arears taxes.

**Motion:** Vice Chairman Pitman makes a motion to approve the payment plan.

**Second:** Selectwoman McHugh

**Discussion:**

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

Refund request from Kelly Roberts with regard to an over payment in the amount of \$720.00. Resident renewed their vehicle in error. The state has refunded their portion and now the TC/TX is recommending the town refund their portion.

**Motion:** Vice Chairman Pitman makes a motion to approve the refund.

**Second:** Selectman Dill

**Discussion:**

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

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

- Accounts Payable – 2/7/2023, already approved with 3 signatures.
- Payroll Manifest – Gross \$88,371.23. Net \$56,739.86 that is already approved by the Board

Correspondence – A letter of deficiency issued by the Department of Environmental Services Subsurface Systems Bureau for property of Lise and Peter Mahoney on Baker Avenue. The letter went into DES from the Mahoney's with regard to a situation on their property. It is available for all the Board members to read.

**Town Administrator's Report:**

John Harrington states he has no reports to report this evening but would like to draw the Boards attention to an email he had sent them over the weekend about proposed work to be done at the lease space, Charlie's Pizzeria. This is to make the Board aware of necessary work that needs to be done to the fire alert and alarm system and it will be taken care of by George B. White's repairs and maintenance.

**Non-Public Session:**

**Motion:** Vice Chairman Pitman makes a motion to go into non-public under 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:**

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

No votes taken during the non-public session.

**Motion:** Selectman Dill makes a motion to seal the minutes.

**Second:** Selectwoman McHugh

**Discussion:**

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

**Unfinished Business**

-Selectman Dill brings up unfinished business about the tree work to be done with Eversource. Turns out they are redoing the plan to be a non-expanded plan. They will now only be cutting on the powerline side of the roads. Selectman Dill states he will no longer be interested in committing town money to the project if they are going back on their word and doing the usual cut of 8 feet from powerline. Selectman Dill says it is possible that this is just one proposal and they might have a proposal for the larger expanded project as well. They agree to wait and see what is submitted to decide.

**New Business/Other Business**

-Selectwoman McHugh brings up a conversation she had with a citizen about Reservation Road and how people parking for Pawtuckaway are not using the two new parking lots. She is wondering if they can talk to the state about having signs put up to direct people to the parking lots. Mr. Harrington states he will contact the state about having this done.

-Chairman McGarry brings up an email received by the Board with regard to the school district meeting and he was very surprised at the comments that were made. He felt that the Board always had good relations with the School Board and he's worried the comments may end up affecting the relationship. He plans on sending a letter to the School Board apologizing for the comments.

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

- Peter Schibbelhute presents three quotes for trees needing to be cut around the Town Highway Shed and playground.

**Motion:** Vice Chairman Pitman makes a motion that they go with Sanborn Industries for \$5,000.00 to have the trees cut.

**Second:** Selectwoman McHugh

**Discussion:**

Chairman McGarry asks if the proposal includes the playground trees and is told, yes it does, free of charge.

Selectman Dill asks how soon it can be done and it told, immediately.

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

- Zack Langlois. He is there to comment on the email the Board received from the School Board about an online post that was made by a Select Board member and explains how he felt about it. He hopes going forward cooler heads will prevail and he thanks Chairman McGarry for addressing it.
- Harriet Cady. She explains the set-up of the library in Ossipee, NH. She explains a lot of these buildings used Carnegie Funds, which still gives funds to libraries, and she is wondering if our library has looked into these funds.
- Kevin Verville, McCarron Road. He feels the meeting room in the library that is having to limit access to one person at a time is a great little room and he's been to many meetings there over the years. He feels it would be money well spent to solve the issue. He also wants to thank to the Select Board for the use of the room for the public forum he held for school choice options in NH the previous Tuesday.

**Motion:** Vice Chairman Pitman makes a motion to adjourn the meeting at 7:00 pm.

**Second:** Selectwoman McHugh

**Discussion:**

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

**Next Meeting: February 27, 2023 at 5:30 pm**

*The Minutes were transcribed and respectfully submitted by Randi Long, Recording Secretary  
Pending approval by the Board of Selectmen*