

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

July 31, 2023
Meeting Minutes

In Attendance: Cindy McHugh, Richard Pittman, Steve Barry, Fred McGarry, Will Huebner, John Harrington

PUBLIC HEARING - Police Department - NH Office of Highway Safety Enforcement and Equipment Grant: The Public Hearing was called to order by the Vice Chair at 5:30 PM. Chief Duquette requested approval from the Board for a NH Officer Highway Safety Enforcement & Equipment grant in the amount of \$14,717.00. The grant would be used to replace aging radar equipment in the cars and to pay overtime for officers for patrols to address speeding, distracted driving, and seatbelt enforcement. The cost of the equipment being replaced is \$13,090, of which \$9817.50 would be paid for by the grant, \$3272.50 would come from ARPA funds. The enforcement part of the grant funds would total \$4900, of which \$3675 would come from the grant, \$1225 would come from the police budget. There were no public comments. The chair ended the Public Hearing at 5:35 PM.

Meeting called to order at 5:35 by the Vice Chair.

Pledge of Allegiance

Mr. Barry made a motion to approve the grant in the amount of \$14,717.50, seconded by Mr. Huebner. All in favor, motion passed.

Chief Duquette also mentioned National Night Out, an event being hosted by the police department and all in town are invited to attend.

1 **Highway Department:** Road Agent Pete Schibbelhute spoke about the Range Rd culvert
2 failure. They are trying to come up with a plan to reopen the road, working on pricing. It will
3 probably take a year to get a new culvert in place as they have to get engineering done and
4 DES approval, studies have to be done with regards to 100 year floods. A temporary fix could
5 cost \$84,000-\$85,000. Mr. Schibbelhute wouldn't make a guess as to the cost for a permanent
6 fix without having engineering done first. The Board asked about not doing a temporary fix and
7 keeping the road closed until a permanent fix could be done. Mr. Schibbelhute said emergency
8 vehicles and school buses won't be able to get by if the road remains closed. Ms. McHugh
9 asked if they could replace it with a like kind culvert without getting engineering and DES
10 approval. Mr. Schibbelhute said yes, but he doesn't recommend it, that's not a solution, it's just
11 pushing the problem further down the road. Mr. Barry suggested looking for grants. He also
12 asked if information regarding the road being closed could be put out to the public.

13
14 **Library Roof:** (Not on agenda) Ray Ellis said that the library roof has been patched and is not
15 currently leaking. He spoke with the only two companies in NH who do slate roofing. Both
16 companies agree that the roof is at the end of its lifespan. Mr. Ellis got estimates from several
17 companies to replace the roof and provided that information to the board. Mr. Barry suggested
18 they speak with the Library Trustees when they meet to discuss an MOU. The other board
19 members were okay with waiting.

20 21 22 **Regular Business**

23
24 Approval of Minutes: Mr. Barry made a motion to approve the minutes of the 7/17/2023 meeting
25 as written, seconded by Mr. Huebner. All in favor, motion passed.

26
27 Approval of Manifest: On 7/24/23, the Board signed an accounts payable manifest in the
28 amount of \$18,647.22 and a payroll manifest in the amount of \$88,662.95, with a net payroll of
29 \$59,362.84. Mr. Barry made a motion to approve tonight's accounts payable manifest in the
30 amount of \$24,224.66, seconded by Mr. Huebner. All in favor.

31
32 Mr. Pittman stated that the board has received a Notice of Intent to Excavate from Steve Rollins,
33 Deerfield Sand & Gravel. Mr. McGarry asked the board to hold off on approval as a letter has
34 been sent to the applicant due to the applicant being in violation of their permit with the town,
35 and signing off on the notice of intent would nullify action being taken by the Planning Board.
36 Mr. Barry seconded that recommendation.

37
38 Mr. Barry made a motion to award the mowing contract to Sanborn Industries, seconded by Ms.
39 McHugh. This increases the contract to \$11,500, but the previous company had to break their
40 contract due to their machine breaking. All in favor, motion passed.

41
42 Mr. Barry made a motion to approve the Oath of Office to appoint Jeanne Menard as a member
43 of the Forestry Commission, commission ending 4/30/2026, seconded by Ms. McHugh. All in
44 favor, motion passed.

45
46 Mr. Barry made a motion to approve the Oath of Office to appoint Phil Bilodeau as a member of
47 the Forestry Commission, commission ending 4/30/2026, seconded by Ms. McHugh. All in
48 favor, motion passed.

49
50 Mr. Barry made a motion to approve hiring Lydia Carr as an employee of Veasey Park for
51 \$10/hour, seconded by Ms. McHugh. All in favor, motion passed.

52
53 Kelly Roberts, Town Clerk, has requested a \$469 refund from an overpayment on 7/26 due to
54 incorrect factory list price. The error was due to Tesla reducing prices on their vehicles. Mr.
55 Barry made a motion to approve the refund, seconded by Mr. Huebner. All in favor, motion
56 passed.

57
58 Mr. Barry made a motion to approve the MRI Letter of Contract, Proposed Agreement for
59 Clarification and Conversation Study in the amount of \$8400, seconded by Mr. McGarry. Mr.
60 Huebner said he has a problem with this, that they already have the NH Municipal Association
61 for this information and already pay dues to that organization, he doesn't see the need to pay
62 someone else more money for the same data. Mr. Barry said the info gained from the study will
63 greatly affect how they do business in the future and will be useful for many years to come. Ms.
64 McHugh also said she didn't think this was something they needed to do. Mr. McGarry said the
65 information on NHMA is voluntary and not complete. Ms. McHugh said it is with the right
66 access. The Vice Chair called for a vote. The vote was Yay - 2, Nay - 2, Abstain - 0. The Vice
67 Chair voted Nay to break the tie.

68
69
70 **Town Administrator's Report:** John Harrington said he had researched placing ads in
71 newspapers for the road agent position. He contacted the Union Leader and the Concord
72 Monitor. Pricing for the Union Leader is \$850 for Monday-Friday & Saturday, Sunday only \$300.
73 Pricing for the Concord Monitor is \$791.55 for 7 days and 30 days online, \$825 for Sunday only.
74 Mr. Harrington will contact them again for clarity on the Sunday rate. Mr. Harrington then said
75 the financial administrator would like to move \$35,000 from the library budget to the GBW
76 maintenance & repair budget to correct a clerical error that was made. Mr. Barry made a motion
77 to approve the moving of \$35,000 from the library budget to the GBW maintenance & repair
78 budget, seconded by Mr. Huebner. All in favor, motion passed. Mr. Harrington also requested to
79 have the board go into a non-public session at some point. The board said they would be doing
80 that shortly.

Unfinished Business

Mr. McGarry read a letter from Andy Robertson, former selectman, regarding trash accumulation at 21 Mt. Delight Rd, asking what progress is being made with the building/code inspector. Mr. Harrington said the building/code inspector has been working with the property owner for months, they have given several deadlines to the property owner, none of which have been met. The next stage will be reviewed in the non-public session.

Mr. Huebner asked about the Fair contract. Ms. McHugh said it is on the agenda for the next meeting.

Mr. McGarry read a letter of resignation from Ms. McHugh, resigning from her position as EMS Captain. Mr. Barry said he is sorry to see her go and thanked her for her years of service. The rest of the Board also thanked her for her years of service.

Mr. Barry made a motion to enter non-public session, seconded by Mr. McGarry. All in favor, motion passed. The Board entered non-public session at 6:33 PM. The Board came back from non-public session at 7:05 PM. No action taken during the non-public session.

Citizen's Comments

Ray Ellis, South Road: Mr. Ellis states that the town is hurting, a budget hasn't passed in a while, they're trying to get a bare bones budget passed but that isn't going to help. Mr. Ellis said they need to do something, either get a bond to fix roads immediately or hire a grant writer to get grants for the road work.

Deb Boisvert, 68 Church St: Ms. Boisvert spoke as a member of the Heritage Commission. She asked that the Board and the Library Trustees consult the Heritage Commission with regards to the library roof, as they are the appointed commission for historical buildings. She said they may be able to advise on choices or help with fundraising. Ms. Boisvert also said they strongly support keeping voting at the Town Hall as they are working on plans to encourage rental use of the Town Hall to contribute money to its upkeep, and voting is one way for them to show the building to the public.

Harriet Cady, Old Center Rd: Ms. Cady asked if the Board had let the governor's office know about the damage to our roads. She also asked why the Board always uses the Union Leader and Concord Monitor for newspaper ads. She suggested other newspapers to run ads in as well such as the Laconia Sun, the Conway Sun, and the Chronicle in the north country, since so many in the north country have driven logging trucks and done road work.

Pete Schibbelhute: Mr. Schibbelhute explained that culverts are going in on South Road, replacing steel culverts before applying top coat of paving, so as to not disturb the paving once it's finished. He also explained that the Haynes Rd repair is a temporary fix.

Marie Brinson, Range Rd: Ms. Brinson has concerns about emergency vehicles and school buses not being able to get through if a temporary repair isn't done to the culvert on Range Rd. She is hoping the Board will consider a temporary repair.

Linda MacNair-Perry, Range Rd: Ms. MacNair-Perry said that before the culvert collapsed, you could hear the culvert sinking as you drove over it. She said that a replacement in like kind won't survive another flood, that the culvert was never properly sized in the first place.

Mr. Barry made a motion to adjourn, seconded by Mr. Huebner. All in favor. Meeting adjourned at 7:15 PM by the Vice Chair.

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