

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
September 11, 2023
MINUTES**

Call to Order

5:30 – Chairman Pitman called the meeting to order

Present: Chairman Richard Pitman, Vice Chairman Fred McGarry, Selectwoman Cynthia McHugh, Selectman Will Huebner, and Selectman Steve Barry.

Pledge of Allegiance to the Flag.

Facility Supervisor – Ray Ellis

Mr. Ellis explains a major issue with air-conditioning unit for the leased space, Charlie's. He goes onto explain the process of finding someone to work on it and what happened and what they need to do to make it work. He received quotes from 3 different companies.

1. AAI – Low Ambient Controls Price: \$\$800.00 or Supplemental Cooling Price: \$14,500.00 or Supplemental Cooling Price Alternate: \$7,800.00
2. LeBlanc Heating - \$7,705.75
3. Denron Hall – Replacing existing AC: \$15,961.00 or install new mini-split: \$31,974.00

Selectman Barry asks Mr. Ellis his recommendation and Mr. Ellis feels it would be best to go with AAI or Leblanc.

Chairman Pitman apologizes for interrupting and asks for a motion to allow Selectman Huebner to join via Zoom.

Motion: Selectman Barry makes a motion to allow Selectman Huebner join the meeting via Zoom.

Second: Selectwoman McHugh

Discussion:

Roll Call Vote: Yea 4, Nay 0, Abstained 0 - Motion Carries

The Board and Mr. Ellis go over what the issues are with AC in Charlie's and everything they've tried. He is also leaning more towards AAI than the others. They then all agree new insulation needs to be put in. They feel Charlie should replace the insulation since he through it out and the town will pay for the AC.

Motion: Selectman Barry makes a motion to go with AAI and the Supplemental Cooling Price and also that owners of Charlie's will pay for the insulation in the ceilings to be reinstalled.

Second: Vice Chairman McGarry

Discussion:

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

Mr. Ellis bring up the Town Hall and keeping it open for renting up into December. He would like to know how the Board would like to proceed.

Selectman Barry and Chairman Pitman agree that it should be shut down for the winter again and Selectman Huebner asks about the close date and reopen date. Mr. Ellis states, it would close down after the event on the 11/18 and reopen in the spring.

Motion: Selectman Barry makes a motion to approve closing the Town Hall for the winter after the 11/18 event and reopening it in the spring.

Second: Vice Chairman McGarry

Discussion:

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

Road Agent – Pete Schibbelhute; Range Road update

Mr. Schibbelhute explains everything they did that day on the Range Road Culvert and he's hoping to have the temporary fix completed with one lane opened next week.

2024 Budget Review:

Planning Board – Pete Schibbelhute. Mr. Schibbelhute explains why the budget will go up this year, just one time, in order clean up the planning board storage but he does not have a number at this time. He'll come back to the Board with a number next week.

Cemeteries – Phil Bilodeau. Mr. Bilodeau goes over each line of the budget and why they are set to where they are. He also states they will most likely submit a warrant article as well.

Selectman Huebner provides his opinion on the budget and proposes new amounts for a few of the lines based on the history of the spending and then put the remaining amount on a warrant article. The Board then discusses Selectman Huebner's proposal.

Motion: Selectman Makes a motion to approve the Cemeteries budget in the amount of \$43,901.00 and \$70,000.00 going on a warrant article.

Second: Selectwoman McHugh

Discussion:

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

Selectwoman McHugh brings up something from the previous meeting about declaring cemeteries abandoned and asks Mr. Bilodeau if there's any truth to it and he agrees to talk about it the committee and get back to the Board. The BOS and Mr. Bilodeau discuss the possibility of abandoning a few cemeteries after taking an assessment of all the cemeteries. Selectman Barry feels that no cemetery should be abandoned and Vice Chairman McGarry agrees.

Building Department – Kevin Lemieux. Mr. Lemieux explains that he's kept his budget bare bones. Selectman Barry points out the major increase is due to the position moving from part-time to full-time.

Motion: Selectman Barry makes a motion to approve the Building Department's budget in the amount of \$65,572.

Second: Vice Chairman McGarry

Discussion:

Selectman Huebner questions the reason for the largest increase of the budget and Mr. Harrington provides the answer that when Mr. Lemieux was originally hired the part-time line did not have the funds to fully pay him so now during the budget season they have reversed up to the full-time line with the increased rate as well. The rate they are seeing on the sheet is from 2017 and the new rate accommodates what it will cost in 2023.

Selectman Huebner then questions a few smaller increases. Mr. Harrington explains the gas portion of the budget and how the budget the previous budget they are looking at is from 2017 and gas at a much different price then. Mr. Lemieux then explains that he feels the numbers are a bit skewed because of the few vacancies that occurred during those times.

Roll Call Vote: Yea 3, Nay 2, Abstained 0 - Motion Carries

Transfer Station – Kevin Lemieux. Mr. Lemieux states he's very new to this position so he's not sure about the budget and asks for input from others. Mr. Harrington explains the Transfer Station's budget. The Board discusses the budget further and Selectman Huebner brings up that himself and someone else are working on finding out what it would cost to have house to house pick up in the town.

Motion: Selectman Barry makes a motion to approve the Sanitation Administration budget in the amount of \$86,910.00, the solid waste collection total in the amount of \$42,614.00 and the solid waste disposal in the amount of \$295,901.00.

Second: Vice Chairman McGarry

Discussion:

Selectman Huebner feels the solid waste disposal is under budget and should be raised by \$30,000.00 based on what was spent in the last 2 years. The BOS decides to move forward with the budget as is because this is just to get the budget started.

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

Mr. Lemieux states he would like to support the planning board in the cleaning up of the archives room as it would be super helpful for the building department as well.

Emergency Mgt. – By default, the Fire Chief is Emergency Management at the moment.

Motion: Selectman Barry makes a motion to approve the emergency management budget in the amount of \$7,141.00

Second: Vice Chairman McGarry

Discussion:

Selectman Huebner asks a question about the phone line on the budget and Mr. Harrington answers his questions. Selectman Huebner feels the line could be reduced. Selectman Huebner then asks about the maintenance vendor line and feels it could be reduced. Selectman Barry and Mr. Harrington explain why this line is set where it is and why it should be kept at where it is.

Roll Call Vote: Yea 4, Nay 1, Abstained 0 - Motion Carries

Selectwoman McHugh asks if Emergency Management has always been a volunteer position with no stipend and Mr. Harrington states, that is correct.

Agencies-Health/Soc. – Selectman Barry asks if this is for employee physicals and testing and Mr. Harrington and Vice Chairman McGarry both reply, correct.

Motion: Selectman Barry makes a motion to approve the Agencies-Health/Soc. in the amount of \$38,816.00

Second: Vice Chairman McGarry

Discussion:

Selectman Barry points out the budget is up \$4,500.00 and Mr. Harrington explains why. Selectwoman McHugh looks for clarification about the grant covering this and Mr. Harrington does not have an answer.

Selectman Barry brings up that a lot of the money goes to charitable donations of places that help the town. Mr. Harrington points out that Doreen Schibbelhute, the Welfare director, is here to answer questions about the donations.

Selectman Huebner goes on to question the budget and Mr. Harrington answers his questions.

Selectwoman McHugh would like to know if the grant covers physicals for the new hires.

Ms. Schibbelhute explains the donations the town makes and the huge help they are. Selectman Huebner questions the town making donations and Ms. Schibbelhute provides her take on it.

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

Selectwoman McHugh states she would still to know about the grant possibly covering the physicals and Mr. Harrington states he will find that out.

Welfare – Doreen Schibbelhute. \$61,665.00.

Motion: Selectman Barry makes a motion to approve the Welfare budget in the amount of \$61,665.00.

Second: Vice Chairman McGarry

Discussion:

Selectman Hubener state he has one question and it's about the line for GA Appropriation and Selectman Barry explains why it's set at where it's set and Mr. Huebner would still like it to be trimmed down.

Selectwoman McHugh asks if this is the line they had upped a few years ago and Mr. Harrington explains that he can't recall if they tried too but since it's been a default budget since 2018 this line has not changed since then.

Selectman Barry reiterates why this line needs to be where it's at.

Vice Chairman McGarry points out that the overall welfare budget was decreased by \$10,000.00 or \$11,000.00.

Roll Call Vote: Yea 4, Nay 1, Abstained 0 - Motion Carries

Conservation Commission – Erroll Rhodes.

Motion: Selectman Barry makes a motion o approve the Conservation Budget in the amount of \$3,488.00.

Second: Selectwoman McHugh

Discussion:

Erroll Rhodes explains the Conservation Commission budget and it's set to where it is.

Selectman Huebner questions 2 of the lines on the budget and Mr. Rhodes and M. Harrington explain why they have gone up.

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

Regular Business

Review of Outstanding Minutes 9/5/2023:

Motion: Selectman Barry makes a motion to approve the minutes from 9/5/2023 as written.

Second: Selectwoman McHugh

Discussion:

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

Vouchers/Payroll Manifest/Accounts Payable Manifest:

- Payroll Manifest – No payroll this week
- Accounts Payable - \$851,040.87 with \$800,000.00 of this going to the school.

Motion: Selectman Barry makes a motion to approve the accounts payable in the amount of \$851,040.87 with \$800,000.00 of this going to the school.

Second: Selectwoman McHugh

Discussion:

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

Mr. Harrington asks if the motion on the minutes included the Public Meeting minutes and Selectman Barry states it did.

Signatures/Correspondence:

- Signatures – No Signatures
- Correspondence – No Correspondence

Town Administrator's Report

Mr. Harrington states he has item this evening and that the BOS has received the draft MOU from the Library to review. The Board agrees they will review it and take it up at the next meeting. Mr. Harrington agrees to forward it to the Town Council for review as well.

Unfinished Business

New Business/Other Business

Selectman Barry brings that every 7 years the town is supposed to perambulate the boundaries with other towns and he doesn't feel it's been done a while. Mr. Harrington agrees to look into it.

Citizen's Comments

- Doreen Schibbelhute. Ms. Schibbelhute asks about the possibility of people adopting a cemetery and the Board says they'll look into it.
- Harriet Cady. Ms. Cady questions the COLA increase. She then goes on to speak about her feelings on the welfare budget.
- Steve Nogueira. Mount Delight Road. Mr. Nogueira asks for the clean-up status of a property on Mount Delight Road. Chairman Pitman states they'll get back him with the status.

Adjournment

Motion: Selectman Barry makes a motion to adjourn.

Second: Selectwoman McHugh

Discussion:

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

Next Meeting: September 18, 2023 at 5:30 pm

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