

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
October 2, 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.

Philbrick-James Library – Trustees

Christina Eagan and Janice Leviton are representing the Library Trustees Board. They are present tonight to speak about the Library MOU. Ms. Eagan starts by explaining the role of the trustees and then goes onto to speak about why they wrote the MOU. Ms. Eagan and Ms. Leviton ask the Board if they would want to collaborate on writing the MOU as what they turned in first is just a rough draft.

Selectman Huebner reads his prepared statement and then makes a motion.

Motion: Selectman Huebner makes a motion that the BOS recognizes that the custody and management of the Philbrick-James Library is and remains the responsibility of the Library Trustees within their approved budget in accordance with RSA 202. The Board of Selectman believes that the RSA's are sufficient and they do not see benefit in executing a new MOU with the library trustees at this time.

Second: Selectwoman McHugh

Discussion:

Ms. Eagan explains the libraries point of view of why they would like this MOU and why they wrote it.

Ms. Leviton presents them with what's paid for at the library out of the government buildings budget vs. the libraries budget.

Selectman Barry explains his point of view of the MOU. He goes on to say that the library trustees can work with the Town Administrator and the Town Building Maintenance Department to come up with a maintenance line that could be added to the libraries budget.

The Board and the 2 trustees speak back and forth on what RSA means and MOU means for the future of the library.

The BOS feels that the MOU is saying to agree to follow the RSA and as long as they follow the RSA then a MOU is not needed and this not stop collaboration.

Chairman Pitman ask Mr. Harrington if he has time to meet the library trustees and help with putting together a new budget and he agrees that he can meet with them this week and lastly the BOS is willing to postpone the presentation of the Library Budget if needed.

Vote: Yea 4, Nay 0, Abstained 0 - Motion Carries (AMENDED)

Chairman Pitman states that this is on the agenda and recognizes Don Wyman from the Deerfield Fair Association. Mr. Wyman Brings up the 15% discount and that it is not listed on the contract and states he cannot sign it until the it is on the contract. The BOS agrees to make the modification and sign it.

2024 Budget Review:

Revaluation of Property –

Motion: Selectman Barry makes a motion to approve the Revaluation of Property budget in the amount of \$94,854.00.

Second: Vice Chairman McGarry

Discussion:

Selectman Huebner asks about the line for PSNH and NHEC and Selectman Barry and Mr. Harrington explain the line and why it's there.

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

Personnel Administration –

Motion: Selectman Barry makes a motion to approve the Personnel Administration budget in the amount of \$117,662.00.

Second: Vice Chairman McGarry

Discussion:

Selectman Barry explains why this set where it's at and why it cannot be changed.

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

Insurance –

Mr. Harrington asks the Board to table Insurance until all insurance numbers are in.

Motion: Selectman Huebner makes a motion to table the Insurance budget until all information is received.

Second: Selectwoman McHugh

Discussion:

The Board decides a tabling is not needed and they can just set it aside until a future date.

The Selectman Huebner and Selectwoman McHugh withdraw their motion and second.

No vote taken

Veasey Park –

Motion: Selectman Barry makes a motion to approve the Veasey Park budget in the amount of \$40,637.00.

Second: Vice Chairman McGarry

Discussion:

Selectman Huebner asks about the budget being set where it is.

Selectman Barry withdraws his motion so they can wait for a Veasey Park representative to come in and explain the budget.

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

Regular Business

Review of Outstanding Minutes 9/25/2023:

Motion: Selectman Barry makes a motion to approve the minutes from 9/25/2023 as written.

Second: Selectwoman McHugh

Discussion:

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

Mr. Harrington asks to make a comment on the budget before they move on and the BOS agrees. For the Revaluation of Property budget, he would like to change the budgeted amount of the part-time employee line to reflect the additional 5 hours they are now working. It will be changing from \$27,400.00 to \$35,100.00.

Motion: Selectman Barry makes a motion to approve the adjustment of the part-time employee line from \$27,400.00 to \$35,100.00.

Second: Vice Chairman McGarry

Discussion:

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

Mr. Harrington states that the new bottom line for the Revaluation of Property budget will be \$102,654.00. Mr. Harrington states the new total for part-time is actually \$35,200.00 as it includes a longevity award. The new total budget of \$102,654.00 is correct.

Chairman Pitman asks all in favor of \$102,654.00 and the whole BOS responds, aye.

Vouchers/Payroll Manifest/Accounts Payable Manifest:

- Payroll Manifest – Ending 9/27/2023. \$91,138.07 gross. \$60,007.95 net.

Motion: Selectman Barry makes a motion to approve the payroll manifest ending 9/27/2023 in the amount of \$91,138.02 gross, \$60,007.95 net.

Second: Vice Chairman McGarry

Discussion:

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

- Accounts Payable – \$53,378.00

Motion: Selectman Barry makes a motion to approve accounts payable in the amount of \$53,378.00.

Second: Selectwoman McHugh

Discussion:

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

Signatures/Correspondence:

- Signatures
 - Intent to cut from the state on Spruce Pond Road in Bear Brook State Park. 50 acres cut. Chairman Pitman states that they just need to sign it as they have already approved it at a previous meeting.
 - New data pole location. New Hampshire Electric Co-op. Coffeetown Road.

Motion: Selectman Barry makes a motion to sign for the new pole location on Coffeetown Road from the New Hampshire Electric Co-op.

Second: Selectwoman McHugh

Discussion:

Chairman Pitman states that the Road Agent has already cleared where the pole is going and Vice Chairman McGarry states the Planning Board already had a meeting them as well.

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

- Correspondence – No correspondence

Town Administrator's Report

John Harrington states he has 2 items.

1. Provided in the Board's folders is a response from Terry Roy (MBC Chair) about a question the Board had about the MBC budget.

2. Waste Oil Capacity. Mr. Harrington has been working with NH DES to increase the town's capacity. Once he has the approval, he'll present the it to the Board so they can work on what steps they would like to take next.

Unfinished Business

Archives room. It's agreed that Pete Schibbelhute and Erroll Rhodes will present some info on the archives room clean up at the next meeting.

New Business/Other Business

No new business/other business

Non-Public Session

No Non-Public

Citizen's Comments

No citizen's comments

Adjournment

Motion: Selectman Barry makes a motion to adjourn.

Second: Selectwoman McHugh

Discussion:

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

Next Meeting: October 10, 2023 at 5:30 pm

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

*The Minutes amended by vote of Board of Selectmen on 10.10.23
Submitted by John Harrington*