

**TOWN OF DEERFIELD  
BOARD OF SELECTMEN  
September 3, 2019  
MINUTES**

**Call to Order**

5:30 pm – Chairman Robertson called the meeting to order

**Present:** Andrew Robertson, Chairman; Richard Pitman, Vice Chairman. Fred McGarry, Jeff Shute and Cindy McHugh, Selectpersons.

**Pledge of Allegiance to the Flag**

Chairman Robertson asks all to rise and pledge allegiance to the Flag

Chairman Robertson stated that they were going to start by opening some bids. As the Board is aware, they listed the town's surplus inventory that they had open for bids.

They did get some bids and the chairman thought that they would have Mr. Harrington open them at this point and the chairman would read them.

The first is for the E-250 van and it looks like a lot of the things available, they only had one bid.

They had a bid from Asian Auto, 21 Danville Road, Plaistow, NH offering \$332.00 for the Ford E-250 van that they had in the parking lot.

Vice Chairman Pitman asked the chairman if they would talk about this afterwards and the chairman stated that they would.

Chairman Robertson stated that he thought that they should go through them and see what they've got and know if they have gotten a really reasonable bid that people want to jump on and give the chairman a motion but they may want to discuss what they would want to do. He thought they might be able to get \$332.00 for scrap metal.

Vice Chairman Pitman asked how it would work if the bid requests went out with a minimum?

Chairman Robertson stated that he believed they posted with "we reserve the right".

The chairman continued that again, they had a bid from Asian Auto, Danville Road in Plaistow offering \$2,010.00 for the Chevy Impala and this is the black police vehicle that they had.

The next one was for the Deerfield Fire/Rescue generator which was a bid for \$6.00 from Barry Moses of Newton Road in Kingston for the surplus generator.

Vice Chairman Pitman asked if it said which generator it was to which it was answered it was on the envelope. Selectman McGarry stated that it was DFR-3 on the list.

Chairman Robertson noted that it appears that Barry Moses has the same phone number and the same email address as Asian Auto so he thought that they were from the same person.

He continued that they had another bid from Barry Moses and this was for DFR-4, the pump. They received a bid of \$11.00.

The next was for DFR-5, also a pump, also from Barry Moses, of \$11.00

The next was on DFR-10, which was the tank. Bid from Barry Moses, this was the poly tank, for \$26.00.

A bid of DFR-17, the strobe and flasher, from Barry Moses, for \$26.00.

He continued that he had a bid for DFR-22. This is the other generator, again for \$26.00 from Barry Moses.

They had a bid from Carl Oehler for \$111.11 and those were the only bids that they received.

The chairman didn't know what the pleasure of the Board was.

Selectwoman McHugh asked if they had any idea what these things were worth even as scrap.

Chairman Robertson stated that he certainly didn't although he would suspect that those pumps and generators are worth more than \$11.00 or \$26.00 apiece.

He continued that one of the things that he might suggest is that if they don't choose to grant any of these bids, he didn't know if the town-wide yard sale is an event again this year but they a lot of small items in the surplus that no one bid on and some of these things, he was thinking, people, he knew it would be a little extra work but that might be something that they want to look at.

He noted that they got a total there outside of the Impala, of a few hundred bucks. He thought that they might be able to turn, at least that much around at the yard sale.

Selectman Shute stated that he would agree.

He continued that on the van, there was a \$500.00 minimum and it's \$332.00 to get rid of it. It might be worth the effort of not trying to waste more time to get rid of it.

Vice Chairman Pitman asked if they thought that people didn't bid because they saw the \$500.00 minimum bid to which Selectman Shute stated that it was hard to say.

Vice Chairman Pitman asked how they came up with the \$4,900.00 on the Impala?

Chairman Robertson stated that it was a Blue Book estimate although it's hard to do a Blue Book estimate on police vehicles because they've got so many hours on them in addition to the mileage.

Selectman McGarry stated that he thought that the question would end up being on the van would be whether the scrap value would end up being and would that exceed \$332.00.

Chairman Robertson stated that it would probably be around \$250.00 because they wouldn't, at least he didn't assume, that they've got anyone that would want to remove the gas tank and fluids and such. He didn't know if that was a specialty of Nick's or Parks and Rec, to have the kids remove the gas tank and oil.

He continued that the only two bids that stand out in his mind as maybe worth taking up on in his mind are the Impala and the van. He didn't know how the rest of the Board feels. If they were going to break even on the van and not have to haul it somewhere.

Selectwoman McHugh added that the strobe probably wouldn't be bad to get that out for that. It's an old strobe that they couldn't use anymore.

Vice Chairman Pitman added it is the same with Carl. He is an employee. A generator would help him.

Chairman Robertson stated that he thought that Carl put, I would say, that Carl probably did a little homework to come up with a dollar and cents estimate which was three or four times the amount of the nearest bid was.

Vice Chairman Pitman stated that Jeff Smith approached him as a fireman and said that he thought that the fire house would be good for the fair if they wanted because nothing is under pressure. It's just wells.

He continued that he thought that they should offer it, as they didn't get a bid on it, to the fair. It would be up to the Board.

Chairman Robertson stated that he would be happy to offer the fair or anyone that wanted that old hose. Again, he didn't know how the Board felt. A number of members thought that it was fine.

Chairman Robertson continued that they had a couple of things and they can discuss Carl Oehler's bid of \$111.00 on the generator which looked good. They got the strobe flashing lights for twenty-six dollars from Barry Moses, that people thought looked good. They got \$332.00 on the van and \$2,010.00 on the Impala.

Vice Chairman Pitman asked if the chair wanted a motion on the Impala, the van and the generator as an individual motion to which the chairman stated that he thought that they could do them all together.

**Motion:** Vice Chairman Pitman moves to surplus the generator for \$111.11, the strobe flashing light for \$26.00, the 250 van for \$332.0 and the 2010 Impala for \$2,010.00

**Second:** Selectman McGarry

**Discussion:** Selectwoman McHugh stated that she was wondering if it could come back onto the town because there was a minimum bid on these if they accept them and the vice chairman stated that it was a concern of his also. Selectwoman McHugh stated that she would have bid on it if I knew that I could bid \$2,000.00.

Chairman Robertson stated that it was up to the Board. He didn't think it would bite them because legally, as he stated that they used the clause "reserve the right". He thought that if that was a concern that they didn't want to let the van go for under \$500.00 to which no one replied.

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman Robertson stated that on the other bids, most of these are either \$11.00 or \$26.00, He thought that they were going to have a hard time finding an auctioneer because the commission would be so low that they would actually have to pay them a flat fee, more than likely, to come and do the auction.

He asked if they would like to coordinate with the town-wide yard sale as they certainly have a good population of people driving around town buying stuff every day.

Vice Chairman Pitman stated that they could try it and Selectwoman McHugh thought that it was a good idea.

Chairman Robertson thought that they might be able to get rid of some of those hand tools and things that people aren't going to take the time to submit a sealed bid but they might think that they would pay \$25.00.

Selectman Shute stated that someone would have to stage this and sit there during the yard sale.

Chairman Robertson stated that he thought that if they talk to the Fire and Rescue Department, there may be a way to coordinate it and get some exposure for the departments.

Vice Chairman Pitman stated that that was most of the items to which Selectman Shute stated that it sounded good.

## **2020 Budget Review**

Chairman Robertson stated that they had some of the low hanging fruit, so to speak, in the budget process here. He believed according to John, that there were going to be some department heads joining them to which Mr. Harrington stated that they would be.

Chairman Robertson stated that they might as well go in order. He asked Mr. Harrington if they were expecting anyone from the Cemetery Commission to which Mr. Harrington stated that they were.

Mr. Harrington stated that they could probably move forward.

**Executive Budget – Page 1** – This is the selectmen's salaries, treasurer stipend, Trustee of the Trust Funds and they keep a dollar in the merit increase line in case they feel so inclined.

Chairman Robertson stated that the big difference is the Trustee of the Trust Funds funding this year back up on the second page.

This is a recommendation that they pay a stipend to the chair only of the Trust Fund Maintenance.

Mr. Harrington stated that actually the increase is for the trust fund maintenance that the Board agreed to take over since the trust funds themselves were not generating enough income.

Chairman Robertson stated that he was sorry and that Mr. Harrington was correct and that this is the stipend that they pay to Cheryl Lee which is \$100.00 and then there is \$10,000.00 for trust fund maintenance.

Chairman Robertson asked if everyone was good with the Executive Budget as it was presented and make a motion as they go through these individually to accept.

**Motion:** Vice Chairman Pitman moves to accept the Executive Budget as presented

**Second:** Selectman McGarry

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Ambulance – Page 32** – Chairman Robertson stated that he assumed that it was just the contract and that Cindy could speak to that if there were any questions or concerns.

Mr. Harrington stated that something that he would like to point out is that this is the last year of the contract coming up.

Chairman Robertson stated that they had contracted services for ambulance and this is on an ever slightly increasing scale so last year it was \$12,500.00 and this year it's \$13,000.00 and contracted with Raymond which runs from April 1<sup>st</sup> to April 1<sup>st</sup>.

**Motion:** Vice Chairman Pitman moves to accept the Ambulance budget as presented

**Second:** Selectwoman McHugh

**Discussion:** Chairman Robertson thought that it was certainly going to be important with the budget committee and at the budget hearings to point out that this is the last year of the contract. They have had an extremely inexpensive ride for the last couple of decades. There could be some sticker shock.

Selectman Shute stated to let people know that the contract is through April 1<sup>st</sup> of 2021.

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Forestry Commission – Page 77** – Essentially, they have a budget of \$6.00. They keep \$1.00 in each line. It is a function of the Conservation Commission now, is his understanding.

It is there if they need to spend money on forestry projects, there's a dollar in each line.

**Motion:** Selectman Shute moves to accept the Forestry Commission budget as presented

**Second:** Selectman McGarry

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Debt Service – Page 81-86** – Chairman Robertson asked Mr. Harrington as far as debt service, do they have anything to which he stated they did not.

Chairman Robertson stated that there is not even \$1.00 in the lines, so there is nothing to make the motion on and Mr. Harrington stated that he didn't believe there was.

Mr. Harrington stated that the only thing that they had under Debt Services which is the Tax Anticipation Note where there is \$1.00.

**Motion:** Vice Chairman Pitman moves to approve the \$1.00 under Debt Services

**Second:** Selectman McGarry

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Heritage Commission – Page 72** – Chairman Robertson stated that they had zero dollars in there and the last thing they spent anything out of this was for the 250<sup>th</sup> Anniversary Celebration.

Mr. Harrington stated that the Heritage Commission itself had \$600.00 in it on Page 72. He apologized for throwing them all off.

Chairman Robertson stated that for the Heritage Commission there were zero dollars under the Heritage Commission in this budget and then patriotic purposes total, there is \$1,200.00. So, there is \$600.00 and then \$1,200.00 for patriotic purposes. He asked if there was a total page because the one in the packet looks like it's zero too.

Mr. Harrington stated that it was correct. It was the total page for the 250<sup>th</sup>. The Heritage Commission is under Patriotic Purposes.

Vice Chairman Pitman asked why they are leaving the 250<sup>th</sup> in there as there won't be another one.

Chairman Robertson asked which it was because he had \$1,200.00 and \$600.00 so is it \$1,800.00? Mr. Harrington stated that it includes Memorial Day which is on Page 71.

Memorial Day has \$600.00 and Heritage has \$600.00 which is where the total of \$1,200.00 is coming from in Patriotic Purposes.

Chairman Robertson stated that they just needed a total for the Heritage Commission budget of \$1,200.00

**Motion:** Vice Chairman Pitman moves to accept the Heritage Commission budget as presented

**Second:** Selectman Shute

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Selectman McHugh asked if they could take the line out for the 250<sup>th</sup> and Mr. Harrington stated that they could. It just ended up printing again.

Chairman Robertson stated that it was still up on the website as a valid committee also so if they could correct that when he got a chance.

**Advertising – Page 28** – This is essentially the Municipal Association due which give them access to the Local Government Center. It's based on population and the number is \$4,390.00. That is up from \$4,389.00 in 2019 although in 2019, they had actually budgeted \$4,019.00.

Mr. Harrington stated that it was an old number from 2018 that was brought over from 2017.

Chairman Robertson stated that what they were looking for is \$4,390.00 for the NH Municipal Association dues.

**Motion:** Selectman McGarry moves to accept the Advertising Budget as presented

**Second:** Selectwoman McHugh

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman Robertson stated that he would just note that the estimated population that they use for those dues is 4,385.

Vice Chairman Pitman asked the chairman if he felt good about the number presented to which he stated that he did and they may have even estimated light.

**Supervisor of the Checklist – Page 5** – Ms. Waring was in attendance to address the budget.

Ms. Waring stated that obviously the budget goes up for them for next year since it's a big again. More elections, two deliberative sessions plus the assorted meeting and batching so that is why there is quite a bit difference from this year to next year.

Chairman Robertson stated that they are looking at a bottom line proposed of \$5,054.00 as opposed to the \$2,624.

Ms. Waring stated that it basically almost doubles but not quite but they had a lot more elections.

Chairman Robertson stated that they had good backup for what's required for each.

**Motion:** Vice Chairman Pitman moves to accept the Supervisors of the Checklist budget as presented

**Second:** Selectman McGarry

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman Robertson stated that they had covered all of the budgets that were slated to be covered.

Mr. Harrington reminded him that there was the Cemeteries Budget.

Chairman Robertson was hoping that there would be someone here as he had heard that there were some issues and concerns.

He continued that they could take a look at it.

#### **Cemeteries – Page 24 –**

Vice Chairman Pitman asked Mr. Harrington if there were any tree removal in the cemetery budget as there are some problems with ash trees.

Mr. Harrington stated that they included \$10,000.00.

Chairman Robertson stated that they actually have \$5,000.00 for tree removal and they increased it by another \$5,000.00 to make \$10,000.00 to which Mr. Harrington agreed.

The chairman continued to say that what they were looking at with the Cemetery Commission is a total of \$41,401.00 and this is an increase to close to \$20,000.00 from the prior year. They have included the backup information.

One thing that the chairman would mention is that he had some discussion with a couple of different members of the Cemetery Commission after reading their minutes and they have been looking into the RSA that allows a warrant article which would essentially remove responsibility from the Cemetery Commission and place it on the Board of Selectmen.

One of the difficulties that they're having is managing the trust funds and the perpetual care funds. Apparently, there are 100's of these as they had already discussed, they're not keeping up financially with perpetual care at all but he thought that should be something they need to keep in the back of their heads to discuss with them as to whether they're actually moving forward with that warrant article or not.

Vice Chairman Pitman asked if they could get them in to the meeting the next time or is there no need to hear their side.

Mr. Harrington stated that they knew that they were presenting tonight and they were supposed to be at the meeting the last that he heard.

Chairman Robertson stated that they have four or five months to put together the warrant article if they want so they have plenty of time.

There is a specific state RSA that has wording for the warrant article that either enables the Cemetery Commission or disables it and essentially it disappears and the duties fall to the Board of Selectmen.

Selectman Shute asked if that had anything to do with the \$5,000.00 for the superintendent because he's got \$475.00 per quarter but that's \$1,900.00.

Chairman Robertson stated that he didn't believe there was a superintendent right now. Mark Young had retired from and he didn't know if there has been a lot of interest.

Selectman Shute remarked that they didn't really know what the \$5,000.00 was for and Chairman Robertson stated that he didn't think that they should approve the budget probably until the Board speaks with them.

Mr. Harrington stated that he would contact them to schedule them for the next meeting.

#### **Regular Business:**

##### **Review of the Outstanding Minutes of August 19, 2019**

**Motion:** Vice Chairman Pitman moves to approve the outstanding minutes of August 19, 2019

**Second:** Selectman McGarry

**Discussion:**

**Vote:** Yea 4, Nay 0, Abstained 0 – Motion Carries

**Accounts Payable Manifest - \$17,963.98**

**Motion:** Selectman Shute moves to approve the accounts payable manifest

**Second:** Selectman McGarry

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

The chairman would note that the majority of the Board signed the Payroll Manifest dated August 26, 2019

**Payroll Manifest - \$57,513.64 (net), \$84,247.80 (gross)**

The chairman also noted that the majority of the Board signed an Accounts Payable Manifest dated August 26, 2019 in the amount below.

**Accounts Payable Manifest - \$27,624.54**

**Signatures:**

The chairman stated that they had a few things to sign from this folder this evening.

There is the agreement between the Town of Deerfield specific to the Fire and Rescue Department with the Board of Directors of the Fair Association for EMS and fire coverage.

Total estimated cost is \$22,517.08.

Selectman Shute asked what the number would be and the chairman stated that the Town was going to bill for the amount of \$22,517.08 but what they needed to vote on was the contract to provide service.

**Motion:** Selectman Shute moves to accept the agreement between the Fair Association and the Fire and Rescue Department

**Second:** Selectman McGarry

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman Robertson stated that at long last they had received their final copy of the MS-535 that they need to sign and return to the Department of Revenue Administration and he thought that Mr. Harrington had explained that this was held up because the town's accounting person found \$30,000.00 of revenue that had not been accounted for and added it in. It was revised so that's why there were seeing it this date.

He stated that he needed a motion to accept the MS-535.

**Motion:** Vice Chairman Pitman moves to approve the revised MS-535

**Second:** Selectman Shute

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Petition for a license for utility poles or underground conduit – South Road**

Vice Chairman Pitman asked if it was a new pole or a replacement pole and it didn't say. Mark Young has okayed the location which was the chairman's only real concern when granting these.

**Motion:** Selectman McGarry moves to approve the petition for a license for utility pole or underground conduit

**Second:** Selectman Shute

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman Robertson stated that they had a couple of personnel action requests and both of these are from the library.

The first is for the technical assistant position and they're looking to increase her hourly wage from \$13.97 to \$15.28 and she works 20 hours per week and the second is for the librarian and they're looking to change her annual salary from \$46,588.00 to \$50,939.00.

They are looking for an effective date on the annual salary of August 22<sup>nd</sup> and on the hourly adjustment of September 5, 2019.

He didn't know what action the Board wants to take but he thought that they would want to actually hear from a library trustee or trustees.

Vice Chairman Pitman stated that it would be just lacking a 9% increase.

Chairman Robertson stated that it was a fairly hefty increase and the vice chairman added that there was very little detail.

**Motion:** Vice Chairman Pitman moves to approve the increase for the technical assistant and have the chairman sign the action request

**Second:** Selectman Shute

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Selectwoman McHugh stated that she knew that she brought this up before but shouldn't there be some kind of consistency when people ask for raises or money. The Board just seems to get off the wall, "this person needs a raise".

Chairman Robertson stated that the Library Commission is a little bit autonomous. They have some statutory right that other commissions don't necessarily but he thought that's probably a good reason to have the trustees come and talk to them about why they've made this request and the thought process that is going along with it.

Selectwoman McHugh stated that she didn't mean not to give it to somebody. We should just have some kind of time, like in April, put in for your people if you want raises.

Chairman Robertson stated that it probably coincides with evaluations which is about the same time that John did departmental evaluations here and that is what he is assuming that this is what it is but he thought that they really need to hear from them to say that this was based on their annual evaluation that they do and what the impetus behind it was.

He continued that if the Board was in agreement, could you let the trustees know that they would like to hear more about this.

Mr. Harrington stated that he would schedule them for the next meeting.

Chairman Robertson stated that they received one of their revised seasonal dock and mooring permission slips back and this is from Pam English at 14 Gulf Road in Deerfield and the Board would need to make a motion to accept it and sign it.

Basically, this gives those property owners that we signed the agreement so they could have a seasonal dock and the ability to apply to the state to see if they could get mooring permission in accordance with state rule in front of their property.

**Motion:** Selectman Shute moves to accept the application for seasonal dock and application for a mooring according to state statute

**Second:** Selectman McGarry

**Discussion:** Vice Chairman Pitman stated that it was a good idea as they already have one out there

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman Robertson stated that they had an employee personnel policy amendment and essentially this is adding Columbus Day back onto the list of recognized town holidays and removing the floating holiday.

This was a change that John can speak to if he wants to but he thought that his understanding was that the employees would prefer to have Columbus Day back and not a floating holiday and the reason for the personnel policy amendment.



Mr. Harrington stated that it was as simple as that and was also causing difficulties with the police department scheduling by not having a recognized holiday on Columbus Day so they were just changing it back to the way it originally was.

**Motion:** Vice Chairman Pitman moves to change Columbus Day to a holiday and remove the floating holiday

**Second:** Selectwoman McHugh

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Selectman Shute asked if that was the only floating holiday to which Mr. Harrington stated yes and that people were forgetting about it.

Chairman Robertson stated that he had another couple of items.

He had a refund request from Kelly Roberts, Town Clerk/Tax Collector. Accurate Title overpaid the Sorak's property taxes by \$50.21 and has submitted a request for a refund of their overpayment.

**Motion:** Vice Chairman Pitman moves to approve the request of a refund of \$50.21 to the Sorak's for overpayment of property taxes

**Second:** Selectwoman McHugh

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman Robertson stated that he had the official certificate for William Perron, adding him to the Planning Board where he has certainly served before. He had copies of the minutes where the Planning Board decided that they would make the recommendation that William Perron be appointed.

Vice Chairman Pitman remarked that it was a great choice.

**Motion:** Selectman McGarry moves to appoint William Perron to the Planning Board

**Second:** Selectwoman McHugh

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

Chairman Robertson stated that they had a few things in correspondence.

He already announced the payroll manifest and the accounts payable manifest. He would also note that they agreed to sign the appointment form for Nicholas Berube. He believes Chief Duquette was able to get, as a new police officer, he was able to get him enlisted in the next upcoming class at the training academy which was why there was a rush to get that taken care of. He believed that it starts in September and he is enrolled and ready to go.

They also approved the final version of the Deerfield Hazard Mitigation Plan which did not require a public hearing. It was flowery language that had been added into the statement on the back.

He continued that he has added to this, the Deerfield Police Station information that they had from the previous year prior to the warrant article.

This includes the estimate for the civil site design from Keach, Norstrom and Associates. It includes preliminary proposal for walking through the process with the community and the design from Warren Street Architects that they had received.

It also includes room and square footage chart, sort of a minimum needed that the police chief had put together and he had put them in there as well so that people could peruse. He believed he could email them to folks so that you have them. You may already have them because he thought that most of that was emailed as they got them back over the course of last year in anticipation with their meeting on September 30<sup>th</sup>.

Selectman McGarry stated that by the way, he confirmed that he would be out here on the 30<sup>th</sup>.

Vice Chairman Pitman asked Mr. Harrington if he was up to date on this and he remarked that he had a note to remind the board.

## **Town Administrator's Report**

Mr. Harrington stated that he had two items.

The first is that he would like to request a non-public session to give the Board legal updates this evening on two items and the second, he knew was the on the agenda but just a reminder that if they could do the CIP prioritization, he could forward that onto Southern NH so that they could move forward with the capital improvement plan.

Chairman Robertson stated that they will need to go into non-public twice this evening but in this occasion, they would need to go in under RSA 91-A:3, II(I).

**Motion:** Vice Chairman Pitman moves to go into a non-public session under RSA 91-A:3, II(I) - Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

**Second:** Selectman Shute

**Discussion:**

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

Chairman Robertson noted that no action was taken during the non-public session and would request a motion to seal the minutes.

**Motion:** Vice Chairman Pitman moves to seal the minutes of the non-public session

**Second:** Selectman McGarry

**Discussion:**

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

## **Unfinished Business/New Business:**

CIP Prioritization and the chairman stated that he would like to address this.

Essentially, Mr. Harrington what Mr. Harrington is looking for is the Board to prioritize CIP concerns. He didn't know if that's necessarily something that they wanted to do in a few minutes so he thought that the Board had the projects so that they could take a look at them and come back at next meeting.

He knew that Mr. Harrington didn't want to delay this any longer but he didn't think that they should just take a run at it as he didn't know if everyone had prioritized them.

Selectman McGarry stated that he was going to ask if they could have a table prepared showing the particular item, the anticipated cost, the score as far as the evaluation so that they could have that all on the table and then they could rank them.

Mr. Harrington stated that he could make that table for the Board.

He continued that the only thing that he would ask, so that he didn't inundate them with more paper, if they could hang onto this set because you already have a set and he didn't want to make another set for them.

He would make that table for the next meeting.

Chairman Robertson asked if anyone else had any unfinished business or new business that they wanted to bring up at this time?

Vice Chairman Pitman stated that he would like somebody to look into what Avatar is doing with his assessing.

Every month he gets a "recently sold properties in Deerfield". This particular month, of the seven that were recorded, it's almost \$500,000.00 that they were sold for more than they were assessed for. It's averaging over \$60,000.00 per house. It just seems like there is just a lot of money that is getting let on the table.

Chairman Robertson stated that maybe they could get their representative to explain this.

Mr. Harrington stated that he would see if they would be available for the next meeting.

There were no additional items brought up.

The Chairman stated that at this time he would take Citizen's Comments noting that they were going to go into non-public session again. He couldn't say if action will be taken or not when they come out.

**Citizen's Comments:**

None heard

Since there were no comments, the chairman stated that he would entertain a motion to go into non-public session under RSA 91-A:3, II(a)

**Motion:** Vice Chairman Pitman moves to go into non-public session under RSA 91-A:3, II(a) - The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

**Second:** Selectman McGarry

**Discussion:**

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

Chairman Robertson stated that he would note that they came out of the non-public session at approximately 6:56 pm.

He would entertain a motion to seal the minutes of the non-public session.

**Motion:** Vice Chairman Pitman moves to seal the minutes of the non-public session

**Second:** Selectwoman McHugh

**Discussion:**

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

Chairman Robertson noted that there was no action taken in the non-public session

**Motion:** Vice Chairman Pitman moves to adjourn

**Second:** Selectman McGarry

**Discussion:**

**Vote: Yea 4, Nay 0, Abstained 0 – Motion Carries**

**Next Meeting: Monday, September 16, 2019 at 5:30 pm**

*The Minutes were transcribed and respectfully submitted by Dianne L. Kimball, Recording Secretary  
Pending approval by the Board of Selectmen*