

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
September 27, 2021
MINUTES**

Call to Order

Immediately after the public hearing of September 27, 2021 – Chairman Robertson called the meeting to order

Present: Andrew Robertson, Chairman; Richard Pitman, Vice Chairman, Fred McGarry and Cynthia McHugh, Selectmen.

Absent: Alden Dill, Selectman

Pledge of Allegiance to the Flag

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

Haley Andrazzi – Conservation Commission – Quarterly update

Chairman Robertson: This is not on your agenda but I am first going to recognize Haley Andrazzi from the Conservation Commission to review their quarterly report and we do have written copies of this in our correspondence and you should have a copy in your file as well.

Welcome Haley.

Ms. Andrazzi: Hi. Thanks for having me.

I'm here on behalf of chair, Serita Frey who typically gives these updates on a quarterly basis but she has a course conflict this year or this semester at least so I'm her at least this meeting and maybe the next one.

So, my understanding is that she typically just runs through kind of the major points that we've shared with you ...

Chairman Robertson: She does.

Ms. Andrazzi: And so, I'll prepare to do that.

The first item is related to a conditional use permit that was brought to us by Eversource in preparation for their presentation to the Planning Board at which point they shared that there would be some temporary impacts to wetlands with work that's happening on a transmission line here in Deerfield and while the impacts to the wetlands themselves were temporary, there were anticipated, permanent impacts to the adjacent uplands immediately on the edge of the wetlands, specifically to some vernal pools that were identified on that transmission line right-of-way.

And so, we expressed our concern about that situation to the Planning Board in a letter prior to their presentation to the Board.

The next item is related to research that's happening or has happened in part of Arthur Chase Town Forest. We were approached by a PhD student at UNH, Andrew Butler, who asked for permission to conduct some of his graduate research on the forest.

Basically, he's partnering with NH Fish and Game to take a look at how to measure furbearer abundance in the state and so part of his research involved deploying trail cameras on Arthur Chase in the summer and then this fall doing, using tracking stations to look at what furbearers occur on the property and in what numbers.

That's been exciting.

In terms of membership, we have a full commission for the first time in many years. We've been joined by new members Josh Freed, Chloe Gross and Erroll Rhodes and we have Joanne Bradbury on as an alternate and all have been sworn in and really great additions to the commission.

Lindsey Flanders Conservation Area is an item that I believe has been on the quarterly update previously related to some undesirable activities that have taken place there, specifically target shooting and ATV use that's created some

trail issues and so the Conservation Commission has purchased some signs, specifically related to snowmobile, ATV and dirt bike use and the fact that those are not allowed on the property and volunteer Alan Perkins has installed those and pending some site visits from various members of the commission, you know, we may or may not need to fix some breaches in stone walls or areas or areas where trails have been rerouted by those ATV users.

I'm going to skip the next one for now and move onto wetlands zoning which I think most are aware that Deerfield Conservation Commission had discussions with the Planning Board for a couple of years to update the wetland zoning ordinance and put that forward at town meeting in 2020.

It was approved by an overwhelming majority of the town in 2020 and then over the last year or so the Planning Board has begun discussions about revisions to that ordinance and are currently planning for a potential warrant article at the upcoming town meeting to make those changes.

I believe the Conservation Commission is going to be on next week's agenda. We've gotten bumped a couple times just because of cancellations but to have discussions and ensure that you know, what we felt was integral and what the town voted on is upheld, basically in any potential revisions or changes

We were also at Old Home Day where I think many other boards and commissions were present as well. One of our new members, Chloe Gross, created a great display on what the Conservation Commission does and had great discussions with towns folks and so that was great to get the word out about our commission.

And the last item, again not the last one on this list but the last one I'll bring up is related to ZOOM meetings and so since returning to in-person meetings in the Conservation Commission, we've had the discussion that it was quite beneficial for our work, both in terms of being able to have people participate in our meetings but also our participation in meetings like this or Planning Board meetings where people in the town and community members are able to attend virtually.

And so, not suggesting that, you know the committees or boards would not meet in person. Obviously, that's required by RSA but that there be some sort of hybrid option where folks who like tonight, who want to attend a public meeting, would be able to tune in and listen in and maybe provide some feedback via ZOOM.

And so, we know that and we acknowledge that that's going to require a pretty significant technology upgrade for the town for that to be the case and we also think it would, while you know, it's not mandated by RSA, it could become somewhat of our town culture to, you know, have boards and committees make it an option for people to participate virtually as someone who just handed off my one-and-a-half-year-old outside to my husband, who wanted to come to the public hearing. You know, would be, it would be, it would be to make it so participation could be increased in town and myself having been to more Planning Board meeting, you know, during the pandemic then prior to or after the pandemic, it really made it accessible for people to stay involved and know what's going on.

So, the Commission would like to see the Board of Selectmen in any way possible, whether it's you know, putting some of the CARES Act funding, you know, we know that discussions being had towards technology upgrades, you know supporting any statewide legislation that does come up related to virtual participation in municipal meetings. You know, whatever it may be, we'd like to just ask that the Board consider making that an option for people in the community.

So, with that, that is our Conservation Committee quarterly update. I'm happy to answer any questions you might have.

Chairman Robertson: Does anybody have questions for Haley.

Vice Chairman Pitman: Good job. Thank you.

Selectman McGarry: I've heard the same comment with regard to ZOOM meetings as well with regard to the activity by the Planning Board as well and as you say, I think we'd probably have to have a significant expenditure with regard to upgrading the capability but I think it is probably something worth considering.

Ms. Andrazzi: It was really helpful I think even for cross-board or cross-commission collaboration. For instance, the Conservation Commission to be able to, you know, at least tune into Planning Board meetings and hear what was going on and vice versa so I think even in that sense, just to have informed community members, it just provides another option to kind of broaden participation.

Chairman Robertson: Other questions, c comments?

Hearing none, I would thank you for being here this evening.

Ms. Andrazzi: Thank you. I'll stick around to present my budget but, thank you.

Chairman Robertson: And actually, what order do we have you, we've actually got you last, Haley and you have a fairly small budget so if the Board doesn't mind, I would just as soon keep you at the microphone and hit the Conservation Commission budget if we could.

Ms. Andrazzi: If that's fine with everyone else, I'm happy to.

2022 Budget Review:

Conservation Commission – Page 76

Selectwoman McHugh: Now it's out of order with the book.

Chairman Robertson: Sorry.

Vice Chairman Pitman: Cindy's going to be upset.

Ms. Andrazzi: But I will say, I was kind of relying on watching someone else since this is my first budget presentation after a long tenure by Eric Berglund in the treasurer position so this is my first term as treasurer so, but I guess I would just assume you want me to kind of run through the major line items.

Chairman Robertson: What I'll do is I'll go ahead and announce the request for the budget so the 2022 Planning Board request and that is page 78 for anyone trying to follow along in their budgets. Almost towards the end and the request this year is for \$3,299.00 and that is up \$498.00 from the prior year.

Does the Board have questions? We had fairly significant backup from the Conservation Commission.

Vice Chairman Pitman: Looks like it's all in the part-time secretary so ...

Chairman Robertson: I believe it is and I think they changed the hourly wage.

Ms. Andrazzi: That's been a request we've put in since, you know, we've put in a request to increase that budget line item since 2017.

Basically, over the same period of time, our secretary's hourly rate has been increased to reflect that was being offered to new hires in town and you know, as a result of the default budget being, you know, the deferred budget being used for the last several years, we've had to cut the hours that she is supporting our commission with not desirable results so we'd like to be able to offer her, her full, appropriate hourly rate for the full number of hours that we were previously able to access her services.

Chairman Robertson: Does anyone have any questions?

Motion: Vice Chairman Pitman moves to approve the budget of the Conservation Commission as requested of \$3,299.00

Second: Selectman McGarry

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Ms. Andrazzi: Thank you very much. Have a good evening.

Chairman Robertson: You, too.

Now we can go back to our regular budget order which kicks off with the Town clerk/Tax collector budget which is Page 3.

And I would recognize the town clerk/tax collector and the deputy.

So, we have a requested budget of \$139,266.00. This is up \$19,516.00 from the previous year and I believe a good chunk of this is going to be outlined by Kelly, I'm assuming with regard to wage equity adjustment.

Ms. Roberts: So, I hope you all have had a chance to look at our equity adjustment proposal and what we are asking for tonight are two things.

One, that you approve our budget and two, that the Board will place a warrant article on the ballot for voters for the equity adjustment and my question to you is have you all had a chance to review it?

Chairman Robertson: Yes, I've certainly had a chance to review it Kelly and I think that's a wise strategy. Your office is very favorably received here in the town, at least as far as I'm aware and I think we're likely, you know to see a default budget. We have in years past and I discussed with you a little bit that that warrant article could be worded so the warrant article would be contingent upon the budget not passing so if the requested budget passed then the warrant article would go away so there wouldn't be a potential double hit.

Ms. Roberts: Correct.

Chairman Robertson: And I think that in general, the town clerk and tax collector's office has been well supported by the town and I also don't believe that you have come to us very frequently looking for an increase and/or a wage adjustment and I think you've done, done your homework well and made a great case for it.

Ms. Roberts: Thank you.

Chairman Robertson: I don't know if other Board members have comments or concerns.

Selectman McGarry: I have a few questions with regard to mileage. We're looking at a substantial increase on that. Are you anticipating driving incurring more mileage than what you've done in the past or have we not been compensating you in the past?

Ms. Roberts: The mileage line is currently the line is \$400.00 or was \$400.00 and Kim and I drive the deposits to the bank every day so anytime we drive to the bank to make the deposits, we're accruing mileage so we're just increasing that line to cover what our mileage expenses actually are.

So, ...

Chairman Robertson: If you look back a couple of years, you were actually close to \$3,000.00 in 2020.

Ms. Roberts and Selectman McGarry: Yes.

Ms. Roberts: The other option because the town, we have to drive our deposits to the bank, some towns utilize a service but that averages around \$500.00 a month, \$400.00 to \$500.00 a month to have a secure service drive the deposit. It's cheaper doing it this way.

Selectman McGarry: Yes, it does, definitely.

With regard to the auditing services, there's a, we've got, looking at a \$1,700.00, almost \$1,800.00 increase there. Is that we have a different auditor?

Ms. Roberts: We have a different auditor. They're very thorough and obviously there's a lot to audit in our office so I think and correct me if I'm wrong but I think the auditing line has sort of stayed where it's at for the past few years but it really hasn't gone up and their prices are increasing as well.

Selectman McGarry: Yes. And, I guess, that's probably it for me.

Chairman Robertson: Other questions or concerns for Kelly.

Motion: Vice Chairman Pitman moves to approve \$139,266.00 budget for the town clerk/tax collector

Second: Selectwoman McHugh

Discussion:

Selectman McGarry: I think in your backup with regard to justification for the increase in the salary, I know people will ask, well what about Northwood and Epsom and Candia and Nottingham and I don't know if you can take and do a comparison that they're not full time or the tax collector is separate from the town clerk.

Ms. Roberts: We're all very different. Our offices are very different. We're so different from Northwood, how we're set up.

We're so different from Candia. We're so different from Epsom.

What we did when we prepared this is it was a challenge for us to find because we're a combined office. We're town clerk and tax collector. The town clerk/tax collector is full time and the deputy is full time so we had to find towns that were similar to us with a full-time clerk/collector and a full-time deputy so those were why we chose the towns that we did in the positions that we did because they're kind of like us and as far as their set up but the NH Municipal Association also has a wage and salary study and all that information so we, it'll, it's very easily accessible to find out all of those positions.

It's actually already out there and we have a copy of that, that huge spreadsheet with all that information.

Selectman McGarry: I would say that just to be prepared for the coming up Budget Committee and also at the Deliberative Session, too to be able to take and provide specifics with regard to how we're different than Candia or Nottingham and Northwood.

Ms. Roberts: Yes, I appreciate that feedback. That's good.

Chairman Robertson: So, if there's no further discussion.

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Chairman Robertson: It appears to be unanimous and we will work with you on crafting a warrant article as well.

Ms. Roberts and Ms. Crotty: Thank you.

Ms. Roberts: Do you want to do the meeting one really quick?

Chairman Robertson: Sure, that's what we have up next, Town Meeting/Elections.

Town Meeting/Elections – Page 6

Chairman Robertson: And, we have a requested amount for 2022 in the amount of \$13,599.00 and this is about \$400.00 less than last year's budget. Actually, I'm sorry, no, it's \$4,000.00 less than 2020. It's about \$4,500.00 more than this present year's budget and we do have the backup on that.

Vice Chairman Pitman: More meetings, correct?

Ms. Roberts: Yes, we have a deliberative session, three elections. The increase in our maintenance line is up because it's \$350.00 per machine per year so that's why that's up to \$700.00.

Malloy Sound is up in the event that we have to prepare for COVID or pandemic precautions and then the other thing was I did change the election worker pay rate from \$7.25 to \$8.00. It's been a long time since poll workers have had an increase.

Chairman Robertson: Questions?

Ms. Cady was speaking from the audience but couldn't make out what she was saying.

Motion: Vice Chairman Pitman moves to approve the Town Meetings/Elections budget as presented

Second: Selectwoman McHugh

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Chairman Robertson: And we can move on to Information Technology, that being page 8.

Information Technology – Page 8

Ms. Roberts and Ms. Crotty: Thank you.

Chairman Robertson: And we have a 2022 request in the amount of \$61,088.00 which is up a little over \$4,000.00 from the prior year's request.

We've got backup and do you have, are too able to present a synopsis, John?

Mr. Harrington: Yes.

Steve has numbered all of the exhibits with backup right behind his worksheet and they're all numbered if you have any questions about anything specific.

Printing prices have gone up for newsletters and the voter's guide and the town report and they all come out of his budget.

Selectwoman McHugh: The town report comes out of the IT budget?

Mr. Harrington: It always has. It's, that's where all the printing comes from.

Chairman Robertson: And it looks like telephones are the other big ...

Mr. Harrington: Telephones are big. His salary line, again, because we've been in the default budget, has not kept up with the COLA increases that the Board has given over several years.

Contract prices have gone up for some of our vendors and maintenance support that covers some of the software that we have to buy in case any of that goes out of date but his equipment line is down actually \$26.00 which is a first in a number of years.

All of our equipment is fairly up to date and current so questions on this budget?

Motion: Vice Chairman Pitman moves to approve the IT budget in the amount of \$61,088.00

Second: Selectman McGarry

Discussion:

Selectwoman McHugh: What the virtual town hall yearly maintenance? What is that for \$2,250.00 or? \$2,260.00?

Vice Chairman Pitman: Where? What line?

Selectwoman McHugh: Have I got the right one?

Selectman McGarry: Also, in back at page 8. That's for \$2,260.00.

Mr. Harrington: Oh, I'm sorry. That's for our webpage.

Selectwoman McHugh: We pay \$2,500.00 just for the maintenance?

Mr. Harrington: Yes.

Selectwoman McHugh: What's the InMotion web hosting email?

Mr. Harrington: That's for our domain. Again, with the town website.

Selectwoman McHugh: Has Steve returned to work yet or is he still working from home.

Mr. Harrington: He still works remotely. He comes in when needed.

Chairman Robertson: I think the maintenance and support is actually a pretty important component of the website because we do financial transactions online over our website.

Selectwoman McHugh: Well, it just seems different. What's the Harris module?

Mr. Harrington: The Harris is all of our muni-smart. That's all of our financial software, our accounting software, assessing software.

All of those prices have increased over the years but our budget has not kept up with them.

Chairman Robertson: Further discussion?

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Which brings us to the Municipal Budget Committee budget.

Municipal Budget Committee – Page 9

Which I'm assuming, is this a new figure that we got from Bill, John?

Mr. Harrington: This is the, I've talked to Bill von Hassel. He said to go with the number that we had last year so this is what he's gone with.

Chairman Robertson: So, we have a request \$1,279.00 which is actually \$337.00 more than last year and I think that is all in the employee line for the ...

Mr. Harrington: transcriptionist in order to keep them level funded with the other transcriptionists throughout the town.

Chairman Robertson: Discussion?

Motion: Selectman McGarry moves to approve the budget of \$1,279.00 for the budget committee

Second: Selectwoman McHugh

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Town Hall – Page 22

Chairman Robertson: Next, we have Emergency Management, we have Town Hall on page 22 and this is a revisit from last week and I believe there were questions about the total of R.B. Lewis expenditures.

Mr. Harrington: I believe the questions were what do we pay R.B. Lewis for annually and I have those figures for you.

The annual monitoring fee that used to be covered by Skycomm is \$3,548.00 and just for everyone's edification, Skycomm used to charge us \$4,260.00 so we did save town spending in that area.

The other annual maintenance fee that we pay for is sprinkler inspection. That is \$2,875.00. Previously with Grinnell, we paid \$3,151.00 so we've realized the savings in that as well.

Selectwoman McHugh: I think that was the R.B. Lewis. The questions were R.B. Lewis, each building. It seems to be a price for each building. Where is the contract for R.B. Lewis?

I mean, when we brought R.B. Lewis on, I thought we had a contract.

Mr. Harrington: R.B. Lewis comes under government buildings for the annual maintenance fee and monitoring. Any sprinkler fees go under town hall and then any other charges you see throughout the budget is when there is a repair or service needed to a particular monitoring system throughout the town.

Selectwoman McHugh: Which is R.B. Lewis.

Mr. Harrington: Correct. They do all of our servicing.

Selectwoman McHugh: Right. That's what I was asking about R.B. Lewis's contract. What is their contract?

Mr. Harrington: We only have two contracts with them. One is the annual inspection of all the buildings and the monitoring and the security features. The other one is the sprinkler system.

Anytime there is a service or a repair needed for any of those systems, we call R.B. Lewis. They have been our vendor of choice.

Selectwoman McHugh: And the town hall is the only one with a sprinkler system.

Mr. Harrington: Correct.

Selectwoman McHugh: Okay.

Mr. Harrington: This, none of the other buildings have sprinkler systems.

Chairman Robertson: So, we have the requested town hall budget of \$33,952.00

Motion: Selectman McGarry moves to approve the Town Hall budget of \$33,952.00

Second: Vice Chairman Pitman

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Emergency Management – Page 42

Chairman Robertson: We have emergency management director, Denny Greig, with us and we have a budget request for 2022 in the amount \$7,088.00.

This is down a little bit from the prior year of \$7,363.00 and do you want to give us a quick overview, Denny?

Ms. Greig: Good evening. Not a whole lot to add.

The, pretty much the prices of the generator diesel, all those things, are dependent on the rate set.

Not a whole lot of alteration and anticipation of returning somewhat to normal hopefully, in the next year but we don't have any major equipment changing. We've been taking advantage of grants as available. The town eop grant finished up so no particular plans at this moment for another grant.

That line has just been kept open so other than that, it's been a busy year otherwise.

Chairman Robertson: Thank you.

Vice Chairman Pitman: How do we, Denny, justify \$1,817.00 for telephone? How many would there be?

Ms. Greig: So, there's two emergency management directors. Well, one of the charges is for computer aided dispatch then the other two charges so, for two telephones for two persons.

Vice Chairman Pitman: Okay, so because we just saw \$444.00 on somebody else. IT, I think it was.

Chairman Robertson: We've got two Verizon cell phones; 900.00 so that would be \$450.00 apiece.

Vice Chairman Pitman: Thank you.

Ms. Greig: Sure.

Motion: Selectman McGarry moves to approve the Emergency Management budget as presented

Second: Selectwoman McHugh

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Welfare Administration – Page 66

Chairman Robertson: And we have a budget request of 71,522.00. This is up slightly from the previous year which was \$70,297.00 and I would invite Welfare Director Greig to walk us through any changes that are significant.

Ms. Greig: Andy, it's "Greg"

Chairman Robertson: I'm sorry.

Ms. Greig: Basically, its pretty much level funded. I believe the only difference in the salary line is whatever COLA we got because it certainly hasn't gone up, otherwise.

We have a deputy welfare administrator position as well although we've not had to use that.

Pretty much the general appropriation line, we request the usual amount. We've been fortunate in that the actual expenditure has been relatively stable.

The level of assistance out there is, some of it is starting to fade in terms of some of the federal programs are going away.

The biggest chunk of uncertainty around, surrounding the welfare budget is obviously housing costs. We're at pretty much a zero-vacancy rate with respect to available rentals. The eviction ban is pretty much gone so the choices that come along with respect to housing can be very difficult.

We've been fortunate we stay, one of the things that I do is stay very abreast of a lot of the changes that come along with respect to housing opportunities but it is a very difficult situation and unfortunately one that breeds uncertainty.

So that's kind of where we are with respect to that.

Motion: Vice Chairman Pitman moves to approve the Welfare Administration budget as presented, \$71,522.00

Second: Selectwoman McHugh

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Agencies – Health/Social – Page 64

Chairman Robertson: We have Director Greig. We have a request in the amount of \$38,816.00. This is up a little bit from the prior year. We do have a list of the agencies that we provide financial backing and Denny has given us a description of each of them and typically they also provide us background as to how many community members they may have served or had interaction with.

Ms. Greig: So, the amount provided to social service agencies is actually level funded. It is the other part of this which I'll get to in a second.

But the primary difference that we have here is that we've actually dropped the amount of assistance to Lamprey at their request as Lamprey has given up the senior transportation route and has, we have switched over to Meals on Wheels so that the van that Lamprey offered for senior transportation has basically, that service has been taken over by Meals on, Rockingham Meals on Wheels.

And, we've also added another service agency, One Sky and this is a group that works with developmental, persons with developmental disabilities or acquired brain disorders and we have 24 Deerfield individuals who participate in that program so we have added them this year.

Chairman Robertson: Any other parties, the testing and physicals that ...

Ms. Greig: yes, that's not my part. The upper part, the 1582's so I'm going to pass those over to John.

Mr. Harrington: That you see appearing in every year's budget, that's part of the National Fire Professional Association 1582 testing which requires all firefighter/rescue folks to have a baseline physical where they check for, physical examination, blood analysis, pulmonary function test, chest x-rays, ekg's, cancer screening amongst other things to provide baseline physical information for all of the first responders in the fire profession.

With so much information and study done of illnesses that fire professionals suffer as part of their work, this is recommended and we have put it in the budget again.

Again, this doesn't cover every personnel in the department. I think it starts at nine and then if we can get that passed in the budget, we will add more as it goes.

Chairman Robertson: Okay, so that's a fairly significant increase there and we're just looking to add more actual testing?

Mr. Harrington: Correct.

That pays for approximately nine exams.

Selectwoman McHugh: We hire nine firefighters a year?

Mr. Harrington: We, I don't know if we've had this test done on the existing department personnel. This would pay for it.

Selectwoman McHugh: Wasn't this in last year's budget?

Mr. Harrington: It's in every budget but when the budget doesn't pass, that money is not included so therefore, I do not believe the exams are being done for baseline.

Selectwoman McHugh: And why isn't it, I know I asked this last year, why isn't this in the fire budget instead of Denny's budget?

Mr. Harrington: This is where all the employee physicals and testing line has always been. It covers all of employee physicals.

Vice Chairman Pitman: I agree. It's kind of hidden. I didn't ...

Selectwoman McHugh: Well, I asked this last year and just because it's, that's where it's always been isn't a good answer to me but okay.

Mr. Harrington: Well, to my understanding, to set up this budget, there are certain categories that DRA requires you to put budgeted monies in and I believe this is where employee physicals land.

These codes are set by DRA, not us and I can certainly check to see if there is a line in the fire/rescue department budget that DRA has set aside for physicals. If there is, I will move it.

If not, it will likely have to stay here but I will check.

Vice Chairman Pitman: It's only fire not police or anything else?

Mr. Harrington: It's for all physicals for all town staff.

When highway has to go get a physical for their DOT certification, they go, when the police go, it's all charged.

Selectwoman McHugh: That \$5,280.00 is for everybody and then the \$4,500.00 is for fire.

Mr. Harrington: Correct.

Chairman Robertson: Further questions?

Motion: Selectman McGarry moves to approve the Agencies-Health/Social budget in the amount of \$38,816.00

Second: Vice Chairman Pitman

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Chairman Robertson: And that takes care of our budget work this evening.

Vice Chairman Pitman: Thank you, Denny.

Ms. Greig: Thank you.

Chairman Robertson: Have a good evening, Denny.

Regular Business:

Review of Outstanding Minutes of September 20, 2021

Motion: Selectwoman McHugh moves to approve the minutes of September 20, 2021 as written

Second: Vice Chairman Pitman

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Vouchers/Payroll Manifest/Accounts Payable Manifest

Accounts Payable Manifest - \$21,782.19

Motion: Selectman McGarry moves to approve the Accounts Payable Manifest as presented

Second: Selectwoman McHugh

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Correspondence:

Chairman Robertson: In Correspondence, we have Planning Board minutes and notice of a Deerfield zoning ordinance. Okay, notice of a public hearing to consider approval of a major application for the Pleasant Lake Watershed Protection ordinance and this is for land development on property located at 3 Willow Lane.

And the date of that is October 13th at 7:15 pm.

We have a report for the State of New Hampshire Board of Tax and Land Appeals. This was John and Lorena Simamon verses the Town of Deerfield and with one small adjustment, the BTLA found in favor of the town's position on that property and the complete order is in the correspondence file if you care to review it.

There's also, I believe, documentation from Avitar with that.

Signatures:

In the signature file, I'll start with the assessing file.

We have an application for renewal of a discretionary preservation easement and this is essentially what's known as the barn easement and this is for property at 70 Church Street and that would be the barn that's attached to Mr. Rhode's historic home at 70 Church Street.

And the Board would need to make a motion to renew the easement.

Motion: Selectman McGarry moves to approve the renewal of the barn easement at 70 Church Street

Second: Selectwoman McHugh

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Multiple places to sign here. Actually looks, I guess there's only one.

And we have a report of timber cut from Steven Sanborn, 165 Middle Road and this is a request to levy the timber tax in the amount of \$1,190.29 and we have the yield verification attached and would need a motion to levy said tax.

Motion: Selectman McGarry moves to levy the timber tax in the amount of \$1,190.29 from Steven Sanborn, 165 Middle Road

Second: Selectwoman McHugh

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Chairman Robertson: Two places to sign on this.

I would note that my signature gets significantly worse if I haven't eaten dinner by 7:00 pm.

We also have a letter that we were going to send Peter Schibbelhute, the chairman of the Deerfield Planning Board regarding concerns about the situation with regard to a proposed subdivision on Range Road by Mr. Edward Cross and we were asking him to hold off until we had verified the status of Ridge Road.

Vice Chairman Pitman: So, did it get sent yet?

Chairman Robertson: No, we need to sign it.

Vice Chairman Pitman: Sign it. He'll get it before the next planning meeting.

Chairman Robertson: We had made a motion to do this at the last meeting so we just need to sign it.

And, maybe if you could email a copy of that to Peter as well, John, just so he gets it in a timely fashion as possible.

At this time, I would look to Mr. Harrington for the town administrator's report.

Town Administrator's Report:

Mr. Harrington: I have no updates for the Board this evening.

Chairman Robertson: Great.

Unfinished Business:

Selectman McGarry: I had dug out a few RFP's with regard to the property or for design/build for the police station and they're, the ones that are more detailed than what was done for Farmington, are fairly extensive and the question I had is that it would probably end up being a lot of work for, I guess, for John and I to try to put something together and whether we think we should be asking for an architect or whatever to, whose familiar with design/build contracts to be able to take and put together an RFP on our behalf and I don't know what, how the Board feels with regard to that?

Chairman Robertson: I would certainly be in favor of that and have looked at some sample RFP's as well and some of the ones I looked at particularly from the seacoast towns were in excess of 20 pages with fairly elaborate legal language.

I don't know how the rest of the Board feels or and I don't know what it would cost but I'm assuming we could get an estimate of what a formal RFP preparation might cost us and move forward once we have an idea of what we were actually talking about.

Vice Chairman Pitman: We get that, we could get started.

Selectman McGarry: Yes.

Certainly, what we would need would be whoever John was able to contact, that they would need to have some experience in design/build RFP's if we can find somebody.

Chairman Robertson: Other unfinished business?

Selectwoman McHugh: I thought that's what we went to that company for in Barrington, in Rochester for?

I thought they were going to give us, no?

Selectman McGarry: They gave us a contract rather than and...

Chairman Robertson: And we're seeking, just because of the amount of money involved, we're seeking other options but ...

Other unfinished business?

Selectman McGarry: This is with regard to the public hearing on redistricting. I understand that you're not going to be able to attend.

Chairman Robertson: I am not going to be able to attend and I did clarify that this afternoon. I'm getting off the ferry at 12:30 and have to take my daughter to Logan Airport and drop my wife off to pick up the dogs and I suspect that I'm going to be nowhere near Brentwood at 6:00 pm.

Selectman McGarry: Wo do we, who do you want to have attend that on behalf of the Board?

Chairman Robertson: If you're able to do that Select board member McGarry?

Selectman McGarry: Yes, I would certainly be willing to and unless anybody objects, I could convey that I'm speaking on behalf of the Deerfield Board of Selectmen.

Vice Chairman Pitman: You got my vote, Fred.

Chairman Robertson: I think we're all in agreement. Unanimous vote. Thank you for doing that.

Other new business?

Hearing none, I'm going to mention that I have no specifics at the moment but I am considering a career change that may well impact my ability to serve on this Board or to serve on this Board on Monday nights, anyway and we'll just throw that out there for the Board's consideration as we move forward and I will certainly follow up with more exact detail as I have them.

Selectman McGarry: Would this be a situation where another night would be more appropriate for you?

Chairman Robertson: Another night might well work for me but as I've said as I get a little bit more firm information which will be in the next 48 hours;

I will get back to the Board but just wanted to put that out there although everybody in the state already seems to know I was contemplating possible moving so I'd certainly be amenable to a change in evenings.

Vice Chairman Pitman: I would have no problem with Tuesday. It would be easy some weeks.

Chairman Robertson: I'll be back to the Board this week as to my status and if there's no new or other business, at this point I would look to citizen's comments.

Citizen's Comments:

Ms. Cady – Old Centre Road

First, I believe if you look in the town reports, there never was a town vote on laying out the road and I don't believe Joanne Wasson would be wrong in stating that the selectmen never did have a vote to relay out Thurston Pond Road but I'll leave that to you to disprove.

Is there a way that the town gets a report on the amount of timber sold to know that they're getting the correct timber tax or is it only the estimate that the owner puts down on the ...

Chairman Robertson: No, there is a certified report that comes back before we levy the tax. The owner puts the estimate on the intent to cut and we get a sort of, I don't have the folder in front of me but it's stamped on the back with the state official that certifies the yield on timber.

Good. Thank you.

Chairman Robertson: And that is for each and every time we levy a timber tax, we do have that final report of production and what was taken.

Ms. Cady: And, I would appreciate if we could have something on the design/build report maybe in your next mailing. I don't hear anything here and I haven't seen any postings for a meeting of the committee that would allow me to go and hear what the committee came up with.

I looked for the posting in the post office but I've never seen one so I don't know.

Chairman Robertson: We haven't held any meetings of the original site committee.

Ms. Cady: And so now when you've come up with design/build, we don't have information distributed to the town. I would just like to know how it came about and what the proposal is.

Chairman Robertson: At this point, there is not a proposal but as soon as we have concrete information, we will certainly make that available.

Ms. Cady: Okay. Thank you.

Mrs. Shigo – Cate Road

Just because I am interested in redistricting, can I just ask where your meeting is going to be. I know it was Andy and now Fred. Is that a private or is it a public meeting?

Chairman Robertson: This is a public hearing at the Rockingham County Courthouse in Brentwood, New Hampshire on Tuesday, October 5th at 6 pm.

Mrs. Shigo: Okay. That's great.

And my other question please, is what would be the next step or the process you would take in regards, I'm sorry, to the public hearing we just had with Thurston Pond Road in regards to clarifying that whole picture of Thurston Pond Road being a scenic road as far as getting to a town vote. Like, what would be the next after you talk to the town counsel which I know you're going to do.

And in order to get it on record and get it clarified because it seems to be so much confusion about it, we should definitely kind of make it.

I believe a town vote only because I think then it'll be on record as it is and what it isn't. I mean, it's, you know, I think clearly, it's going to be a positive but it needs to be certainly put on record so I just wanted to ask, what would be the process to get to that point after you speak to the attorney?

Chairman Robertson: Well, depending on what the attorney tells us, there are two possible outcomes. One, this Board, acting on their authority under 231-8 could simply declare the road a Class VI road and lay it out as such and the other, I have not put as much energy into the specifics of having a town vote but I would assume that if the Board decided that they did not want to do that and wanted to put this before the town, that they would float a warrant article.

Mrs. Shigo: Warrant article. That's what I figured it'd go. Just to have it on record and we'll miss you. I just want to tell you that on record that, you know, whatever you decide, you know, God bless you and I hope all goes well. We will miss you.

Chairman Robertson: Thank you.

Selectman McGarry: Mr. Chairman. With regard to the layout of the highway, RSA 231-1 is very specific that in cities, it'll be the mayor and aldermen and in the, for towns, it's the selectmen of the town or the commissioners of a village district so it is pretty clear.

Vice Chairman Pitman: Pretty clear.

Denise Greig – Thurston Pond Road

I just want to clarify and I'm going to hand this to Ms. Cady which is the documents that we had supplied to you so she has an opportunity to review the documents and see that the layout was completed, the process was completed from the 1991 era and also all of the documents that we had referred to. I want to be sure that she has that and understand that it's yes, the RSA's which grant the Board the authority to do this.

Chairman Robertson: Thank you and thank you for providing that information.

Motion: Vice Chairman Pitman moves to adjourn at 7:15 pm

Second: Selectman McGarry

Discussion:

Vote: Yea 3, Nay 0, Abstained 0 – Motion Carries

Next Meeting: Monday, October 4, 2021 at 5:30 pm

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