

**MINUTES OF A MEETING  
OF THE  
DEERFIELD NH HERITAGE COMMISSION**

A meeting of the members of The Deerfield NH Heritage Commission (**DHC**) was held via Zoom on June 25, 2020 at 7:00 PM Eastern Time.

There were present:	Debra Murphy	Chair
	Dana van der Bijl	Member
	Deborah Boisvert	Member and Treasurer
	Andrew Merrill	Member
	Erroll Rhodes	Member and Secretary
Absent:	Karen Leavitt	Member
	Carol Levesque	Member
	Richard Boisvert	Alternate Member
	Andrew Robertson	Select Board Liaison

Discussions occurred as follows.

1. A majority of the members of the DHC agreed to the holding of this meeting of the DHC, waiving prior notice. Ms. Murphy acted as Chair of the Meeting and Mr. Rhodes acted as Secretary of the meeting. The Chair stated that a quorum was present and that the purpose of the meeting was to discuss the agenda items previously circulated and any other business that might duly arise.
2. The minutes of the meeting of May 26, 2020, following a motion duly made (Ms. van der Bijl), seconded (Mrs. Boisvert) and voted upon, were approved.
3. The treasurer reported that there has been no activity on the DHC accounts, save interest accruals, since the last report.
4. It was noted that two members' terms had expired, those of Member Karen Leavitt and Alternate Member James Deely. Mrs. Leavitt having expressed an interest to continue on the DHC, a motion was proposed (Mr. Rhodes), seconded (Mr. Merrill) and approved unanimously that she be reappointed to the DHC. No action was taken regarding the lapsed Alternate Member position. It was further noted that the paperwork regarding the term of recently appointed Member Andrew Merrill erroneously stated that the term was to end in 2021, when, according to DHC by-laws, his term should run three years, to 2023. The Town Clerk has undertaken to correct this situation.
5. There was a discussion of the content and logistics around the proposed mailings to various constituencies in Deerfield. Ms. Murphy undertook to investigate the full mechanics of the proposed mailings with Town personnel.

6. It was reported that the Town had agreed to set up an email address for the DHC, that being [heritage@townofdeerfieldnh.com](mailto:heritage@townofdeerfieldnh.com). There was a discussion of the communications logistics that would be adopted with this new email address. In this connection, Mrs. Boisvert reminded the meeting of the Town's recent affirmation regarding the independent DHC website. It was also reported that the Town was not able to allocate a telephone number to the DHC. The updated format of the DHC page on the Town's website was discussed, as were upcoming changes to that page.
7. There was a discussion of the range of topics the DHC would likely be handling and the preferred method(s) for handling same. It was suggested, to general acclaim, that PDF-format précis documents might be prepared on a number of topics in order to provide a first line of information for public inquiries regarding process and resource issues, including links. Ms. van der Bijl offered to facilitate on this front, with assignments on certain topics (Byways, Barn Easements, Historic Districts) being allocated to members.
8. There was a discussion of the URL to use for the website and member email addresses. By acclamation, it was agreed to use DeerfieldHeritage.org for both purposes. There was also a discussion of website and Facebook communications protocols.
9. There was a brief discussion of the quarterly report to the Select Board (the next to be scheduled in July) including website, Heritage Map, Town Hall Use, *inter alia*.
10. The next meeting of the DHC was noted to be held via Zoom on July 23, 2020.

Following a confirmation of there being no further business to be transacted at this Meeting it was moved (Mrs. Boisvert), seconded (Ms. van der Bijl) and unanimously agreed to adjourn this meeting, and in witness thereof, these Minutes have been issued as of the date hereinabove written.

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Debra Murphy  
Chairman of the Meeting

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Erroll Rhodes  
Secretary of the Meeting