

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
April 8, 2024
MINUTES**

Call to Order

5:30 – Vice Chairman Pitman called the meeting to order.

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

Pledge of Allegiance to the Flag.

Vote to accept the 2 FEMA Grant awards money for Range Road:

Motion: Selectman Barry makes a motion to accept the FEMA Grant Awards in the amounts of \$62,344.06 and \$67,505.01 for the Range Road culvert.

Second: Selectman Huebner

Discussion:

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

Fuel Bids – Heating Oil, Diesel, Propane:

3 Diesel Bids:

1. Irving - \$3.092/gal
2. Townsend Energy – \$0.28 over Irving rack price on the day of delivery plus and applicable taxes
3. Haffner's - \$3.39 per gallon fixed

3 Heating Oil Bids:

1. Irving - \$3.064/gal fixed
2. Townsend Energy - \$3.18 locked in for the year
3. Haffner's - \$2.99 per gallon fixed
4. Palmer - \$2.947 per gallon fixed

4 Propane Bids:

1. Irving - \$1.817/gal fixed
2. Townsend Energy - \$1.99 locked in for the year
3. Haffner's - \$1.69 per gallon fixed
4. Palmer - \$1.759 per gallon fixed

The BOS decides to have Ray Ellis, Facility Supervisor, review the bids and provide a recommendation before they make a decision. Mr. Harrington states he will have Mr. Ellis have his recommendation ready for the next meeting.

Dan Holdridge – Presidential Election:

Mr. Holdridge has been rescheduled to another meeting.

Regular Business

Review of Outstanding Minutes 3/25/2024:

Motion: Selectman Huebner makes a motion to approve the minutes from 3/25/2024 as written.

Second: Selectwoman McHugh

Discussion:

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

Payroll Manifest/Accounts Payable Manifest:

- Payroll Manifest – No Payroll Manifest
- Accounts Payable - \$79,590.27

Motion: Selectman Barry makes a motion to approve the accounts payable in the amount of \$79,590.27.

Second: Selectman Huebner

Discussion:

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

- Longevity Award. Steve Jamele. 15 years of service with the town.

Signatures/Correspondence:

- Signatures
 - Intent to cut. Cal Mackenzie. Brown road. 4 acres to be cut.
 - Veteran's tax credits in the amount of \$750.00. Theresa Doherty. 156 Raymond Road.

Motion: Selectman Huebner makes a motion to approve the Veterans' tax credit for Theresa Doherty in the amount of \$750.00.

Second: Selectman Huebner

Discussion: Selectwoman McHugh

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

- Veteran's tax credit, total disability, in the amount of \$4,000.00. Sydney Stenger. 226 South Road.

Motion: Selectwoman McHugh makes a motion to approve the Veteran's tax credit, total disability, for Sydney Stenger in the amount of \$4,000.00.

Second: Selectman Huebner

Discussion:

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

- Veteran's tax credit in the amount of \$750.00. Sarah Perkins.

Motion: Selectman Huebner makes a motion to approve the Veteran's tax credit for Sarah Perkins in the amount of \$750.00.

Second: Selectwoman McHugh

Discussion:

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

- Veteran's tax credit in the amount of \$750.00. Justin Garside.

Motion: Selectman Huebner makes a motion to approve the Veteran's tax credit for Justin Garside in the amount of \$750.00.

Second: Selectwoman McHugh

Discussion:

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

- Oaths of Office. Vice Chairman Pitman will read them off and they will take one vote for all.
 1. James Deely. Heritage Commission.
 2. Deborah Murphy. Heritage Commission.

3. Carol Levesque. Heritage Commission.
4. Cynthia McHugh. Animal Control officer.
5. Kevin Lemieux. Deputy Health Officer.
6. Kevin Lemieux. Building Inspector.
7. John Dubiansky. Health Officer.
8. Dianne Kimball. Deputy Town Clerk/Tax Collector.
9. Dorreen Schibbelhute. Welfare Administrator.

Motion: Selectman Barry makes a motion to approve the oaths of offices for James Deely, Heritage Commission; Deborah Murphy, Heritage Commission; Carol Levesque, Heritage Commission; Cynthia McHugh, Animal Control officer; Kevin Lemieux, Deputy Health Officer; Kevin Lemieux, Building Inspector; John Dubiansky, Health Officer; Dianne Kimball, Deputy Town Clerk/Tax Collector and Dorreen Schibbelhute, Welfare Administrator.

Second: Selectman Huebner

Discussion:

Vote: Yea 4 for all but Animal Control, Nay 0, Abstained 1 from animal control - Motion Carries

- Personnel Action Request. Randi Long. Administrative Assistant. Currently PT and this is to add 11 hours to become FT. Mr. Harrington explains what the additional hours will consist of.

Motion: Selectman Barry makes a motion to approve the additional hours for Randi Long bringing her FT.

Second: Vice Chairman Pitman

Discussion:

It is clarified that this brings Randi to FT hourly and she has waived the healthcare benefits and the stipend normally received when the healthcare benefit is declined. The estimated total being added to the payroll by this is about \$11,000.00 and Mr. Harrington explains how the funds are available in the Town Administrator's budget. They discuss the benefits of the additional hours and then vote.

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

- Payroll Manifest signed the previous week in the amount \$68,815.36.
- Accounts Payable manifest signed the previous week in the amount of \$1,668,328.17. \$1,600,000.00 went to the school.

The BOS discusses their opinions about electronic signatures.

- Correspondence
 - Bi-weekly update letter to the BOS from the Age-Friendly Deerfield Working Group:

"We continue to be busy and making progress.

Our first priority is a comprehensive rides program. We are working on associating Deerfield with an existing grant-funded Volunteer Driver Program (VDP). We are receiving excellent support from two Regional Mobility Managers and the NH State Mobility Manager. Our primary obstacle is the accessible transportation component. This is particularly difficult for Deerfield because trips are often 20 miles or more and there are multiple medical destinations (Raymond, Concord, Manchester, Exeter). The next milestone is a meeting of the ReadyRides Board of Directors on April 18. Bernie Cameron will attend.

We have established a meeting schedule – the second and fourth Wednesdays 6:30-7:30 pm in the Selectboard Conference Room. We are now publishing agenda and will publish minutes. Everyone who attends will participate equally in each meeting.

We are receiving great support from people in town. We look forward to working with the Selectboard as we move forward with implementations.

We tentatively plan an update at your May 6 meeting. Best regards, Jack Hutchinson for the Working Group.”

Unfinished Business/New Business/Other Business:

- Unfinished Business
 - Elderly tax exemption. Selectman Huebner describes the information he has gathered and expresses a desire for the Board to review the information so they can discuss it more in the near future to decide what to do based on the warrant article presented this past election season. It is decided that Mr. Harrington will work with assessing on this and bring the info to the Board to aid in the decision making.
- New Business
- Other Business

Town Administrator's Report:

Mr. Harrington has one item.

- Map filing draws have been donated to the Town from Spencer Tate's employer. Since the total estimated cost of these filing drawers is around \$3,000.00 the BOS will need to vote to accept the donation.

Motion: Selectman Barry makes a motion to approve the acceptance of the donation.

Second: Selectwoman McHugh

Discussion:

It is agreed that these map filing cabinets are worth accepting.

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

Unfinished Business/New Business/Other Business:

- Unfinished Business
 - Selectman Huebner brings up with the Conflict-of-Interest ordinance and how he would like to see the Board start to think of examples of what a conflict of interest would be.

Non-Public Session

No non-public

Citizen's Comments

- Harriet Cady. Ms. Cady thanks the road crew and electric companies for all their hard work during this last storm. She then asks BOS if there is a way to help the elderly during these storms when their driveways get blocked in at the ends with very heavy snow. She concludes with thanking the crews, again, for all their hard work and public service.
- Pete Schibbelhute. Mr. Schibbelhute lets the BOS and audience know that the work on the grants is almost entirely done by Mr. Harrington and he only answers the questions Mr. Harrington has for him.
- Linda McNair-Perry. Range Road. Ms. McNair-Perry brings up the vacated Emergency Management volunteer position and she would like to see this come back and suggests a committee could be

formed for this even. The Board does let her know that they are still looking for someone to fill the position.

- Erroll Rhodes. Church Street. Mr. Rhodes speaks about the Conflict-of-Interest Ordinance and how examples do not need to be given. If a citizen feels the ordinance is being violated, they should fill the form out and then it will be investigated and determined if it is indeed a COI.

Adjournment

Motion: Selectman Barry makes a motion to adjourn.

Second: Selectman Huebner

Discussion:

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

Next Meeting: April 22, 2024 at 5:30 pm

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