

**TOWN OF DEERFIELD
BOARD OF SELECTMEN
April 22, 2024
MINUTES**

Call to Order

5:30 – Chairman McGarry called the meeting to order

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

Pledge of Allegiance to the Flag.

Mowing Bids; Town Buildings, Athletic Fields, Cemetery, Transfer Station: 3-year contracts

Town Buildings/Grounds – 1 bid:

1. Blue Sky Landscaping - \$6,350.00 per season – 3-year contract total \$19,050.00

Athletic Fields (3 in total) – 2 bids – costs per season:

1. Mark Tibbets - \$14,574.00 (cost per field \$4,858.00) per season – 3-year contract total \$43,722.00
2. Blue Sky Landscaping - \$4,858.00 per field per season - 3-year contract total \$43,722.00

Cemeteries (5 in total) – 2 bids:

1. Blue Sky Landscaping - \$12,100.00 per season – 3-year contract total \$36,300.00
2. NuStone Cemetery Services LLC - \$11,700.00 per season – 3-year contract total \$35,100.00

-Low Bidder is NuStone

Transfer Station and Transfer Station Hill – 2 bids:

1. Mark Tibbets – Transfer Station \$950.00 per season – 3-year contract totals \$2,850.00
Transfer Station hill \$875 per season – 3-year contract total \$2,625.00
2. Blue Sky Landscaping - Transfer Station \$750.00 per season – 3-year contract total \$2,250.00
Transfer Station hill \$875.00 per season – 3-year contract total \$2,625.00

-Low Bidder is Blue Sky Landscaping

The Board will have Ray Ellis review the bids and provide his recommendation.

Central Station/Library Septic RFP: 5 Bids Received

1. Abbey Run Construction - \$48,000.00 - 5 cubic yards of ledge included
2. SCI Excavating - \$51,000.00 for the leech field - \$2,700.00 for 5 cubic yards of ledge – Total bid = \$53,700.00
3. Select Excavating - \$50,269.22 – 5 cubic yards of ledge included
4. Morello Construction - \$67,455.00 for the leech field - \$2,000.00 for ledge excavation and removal – Total Bid = \$69,455.00
5. KGL Construction LLC - \$37,900.00 - 5 cubic yards of ledge included

-Low Bidder is KGL Construction

The Board will have Ray Ellis review the bids and provide his recommendation.

Heating Oil, Propane and Diesel:

Ray Ellis is present to provide his recommendation on the bids read at the previous meeting.

Mr. Ellis recommends going with Haffner's as we already use them for propane so the tanks will not have to be switched out and they are at a good price point for heating and diesel as well.

Selectman Barry recommends Haffner's as their diesel price is not locked in.

Motion: Selectman Barry makes a motion to award all three bids to Haffner's as Haffner's diesel price is locked

Second: Selectwoman McHugh

Discussion:

Selectman Huebner comments on the gamble of the others fluctuating and goes over the average of the numbers.

It is confirmed that Haffner's was used this previous year and there have not been any issues.

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

Dan Holdridge – Presidential Election: Not present this evening

Glenda Smith – Veasey Park Commission – Funding Request:

The Veasey Park Commission is requesting use ARPA funds, around \$10,000.00, for tree removal at Veasey Park due to several trees that came down over the winter and dead ones that need to come down.

It is clarified that it is around 30 trees in total that need to be removed.

Motion: Selectwoman McHugh makes a motion to use \$10,000.00 of ARPA funds for tree removal at Veasey Park.

Second: Vice Chairman Pitman

Discussion:

The three bids the commission received will be shared with the Town Administrator and the Board.

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

Regular Business

Review of Outstanding Minutes 4/8/2024:

Motion: Vice Chairman Pitman makes a motion to approve the minutes from 4/8/2024 as written.

Second: Selectwoman McHugh

Discussion:

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

Payroll Manifest/Accounts Payable Manifest:

- Payroll Manifest – no payroll
- Accounts Payable – 4/22/2024 - \$150,001.05

Motion: Selectman Barry makes a motion to approve the 4/22/2024 accounts payable in the amount of \$150,001.05.

Second: Selectwoman McHugh

Discussion:

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

Signatures/Correspondence:

- Signatures
 - MS232 form

Motion: Vice Chairman Pitman makes a motion to approve the signing of the MS232 form.

Second: Selectwoman McHugh

Discussion:

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

- Oath of Office. Conservation Commission. Serita Frey (member), Judy Marshall (alternate member), and Erroll Rhodes (member).

Motion: Vice Chairman Pitman makes a motion to approve the Conservation Commission Oaths of Office for Serita Frey (member), Judy Marshall (alternate member), and Erroll Rhodes (member).

Second: Selectwoman McHugh

Discussion:

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

- Rescue Squad Agreements to provide services for the NH Horse and Trail Horse Show, NE Friesian Horse Show, Summer Kickoff Horse Show, NH Arabian Jubilee Horse Show, and ASAM Summer Spectacular Horse Show at the Deerfield fairgrounds. \$200.00 per day for the services.

Motion: Vice Chairman Pitman makes a motion for the Chairman to sign for all 5 horse shows.

Second: Selectman Huebner

Discussion:

Selectman Huebner asks about the pricing and Selectwoman McHugh explains how the pricing is determined.

Vote: Yea 4, Nay 0, Abstained 1 - Motion Carries

- Intent to Cut. Mountain Road. 23 acres. Ritch Property. No motion needed, Chair signature only.
- Intent to Cut. Mountain Road. 63 acres. Stevens Property. No motion needed, Chair signature only.
- Intent to Cut. Mountain Road. 77 acres. Herman property. No motion needed, Chair signature only.
- Timber Cut Tax. \$681.86.

Motion: Selectwoman McHugh makes a motion to collect timber cut tax in the amount of \$681.86.

Second: Selectman Huebner

Discussion:

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

- Timber Cut Tax. \$1,164.15.

Motion: Vice Chairman Pitman makes a motion to collect the timber cut tax in the amount of \$1,164.15.

Second: Selectwoman McHugh

Discussion:

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

- Solar Energy Credits.
 1. Brie Ann Bray. 30 Thurston Pond Road. \$12,240.00.
 2. Stuart and Melanie Furjanic. 13 Nicholas Road. \$18,000.00.
 3. Dennis and Mary Mayo. 47 South Road. \$18,600.00.

Motion: Vice Chairman Pitman makes a motion to approve the Solar Credits for Brie Ann Bray of 30 Thurston Pond Road in the amount of \$12,240.00, Stuart and Melanie Furjanic of 13 Nicholas Road in the amount of \$18,000.00, and Dennis and Mary Mayo of 47 South Road in the amount of \$18,600.00.

Second: Selectwoman McHugh

Discussion:

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

- Veteran's Credit. Mullett. \$750.00.

Motion: Vice Chairman Pitman make a motion to approve the Veteran's Credit for Mullett in the amount of \$750.00.

Second: Selectwoman McHugh

Discussion:

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

- Land Use Change Tax (LUCT). 5 in total.
 1. Michelle Ninteau. 11 Wild turkey Road. LUCT amount, \$15,500.00.
 2. Joshua Sim and Erin Fannon. LUCT amount, \$20,500.00.
 3. Sean and Michelle Linehan. LUCT amount, \$13,500.00.
 4. Patrick and Sandy Cassier. LUCT amount, \$13,000.00.
 5. Aaron Kent. LUCT amount, \$12,500.00.

Motion: Vice Chairman Pitman makes a motion to collect the LUCTs from Michelle Ninteau in the amount of 15,500.00, Joshua Sim and Erin Fannon in the amount of \$20,500.00, Sean and Michelle Linehan in the amount of \$13,500.00, Patrick and Sandy Cassier aa in the amount of \$13,000.00, and Aaron Kent in the amount of \$12,500.00.

Second: Selectwoman McHugh

Discussion:

It is clarified what a Land Use Change Tax is.

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

- LUCT. Michael and Patricia Bourque. \$150.00.

Motion: Vice Chairman Pitman makes a motion to collect the LUCT from Michael and Patricia Bourque in the amount of \$150.00.

Second: Selectman Barry

Discussion:

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

- Correspondence
 - Letter from NH Public Broadcasting annual submitting report for the tower. No action needed. Once the BOS has read it, it will be given to Assessing. Not read into the minutes.
 - Previously approved Payroll Manifest/Accounts Payable already signed by the BOS: Payroll Manifest, 4/15/2024, \$96,261.51 gross. \$62,902.86 net. Accounts Payable, 4/15/2024, \$88,512.06.
 - Letter from Thomas Tombarello, running for County Commissioner. Not read into the minutes.

Town Administrator's Report:

Mr. Harrington states he has a couple of items.

1. Mr. Harrington has reconsidered the waving of the \$200.00 that Randi Long had waved for not taking medical benefits and she will now be receiving the stipend. The funds will be coming from the Town Administration budget.
2. Striping of the GBW. The Board had asked to add the Town Hall parking lot to the three bids received and Mr. Harrington is asking that they move forward with the GBW striping and tackle the Town Hall separately as it has been difficult to get responses from the original bidders on the addition to the project. The Board gives Mr. Harrington the okay to move forward with the striping of the GBW parking lot only but to continue working on obtaining bids for the town hall parking lot.
3. The water heater burst over the weekend down near the Parks and Rec department. A claim has been submitted to Primex.

Selectman Barry and the BOS thank Mr. Harrington for putting in time over the weekend by helping at the transfer station due to an employee being out sick and the GBW building with the bursting of the water heater.

Unfinished Business/New Business/Other Business:

- Unfinished Business
 - 9 Cole Road – The BOS agrees that they will send a letter to the Bedard's about the work they are willing to pay for on the culvert the Town had installed.
- New Business
 - Conflict of Interest complaint form from Mr. Verville. Mr. Harrington reviewed it with the Town Counsel and the Town Counsel's recommendation, "Per section 7, administration # 2, the form shall be completed in detail. The form submitted was not completed in detail and all sections of the form were not completed and was not signed. Recommendation # 2, regarding the first item in the complaint form, the ordinance does not authorize the Board of Selectman to offer guidance relative to the conflict-of-interest policy. Recommendation # 3, regarding the second item in the complaint form, per section 7, administration 1, the Select Board shall be responsible for administering this ordinance. The Board shall be the sole arbiter of the terms of this ordinance and its decisions shall be final. Therefore the recommendation from Town Counsel is that this submission does not state sufficient cause to proceed and should be dismissed."

The Board discusses the Town Counsel's response and how to move forward with this this new Ordinance.

- Chairman McGarry:
 1. Comparing last years, 2023, Town and School budgets to 2024 Town and School Budget. The Town budget is down by \$300,000.00 so based on that there should be a reduction in taxes, however, due to the school budget going way up due to school choice and special education cost increases there will be a tax increase. He wanted to make the citizens aware that taxes will be going up again this year.
 2. The spreader hangers should be put out to bid for construction since they do not have the manpower at the highway department to construct them themselves due to being so busy with the roads themselves. The materials are already purchased and it is made known that there are impact fees that could be used to pay for the construction costs. After discussing moneys, it is determined they will go out to bid for the construction.
 3. Wage Study put together by a BOS member. Questions and Issues explaining why he cannot support the information provided.

- ♦ Not all 21 positions are listed that the out sourced company would look at.
- ♦ The town's used to compare do not compare in population as they were 2500 – 3,500 and Deerfield would fall in the 5,000 – 7,500 range. Towns with this range should also be included in the study.
- ♦ The Building Inspectors position in Deerfield also oversees the Transfer Station and was this considered in the comparison and if so, how?
- ♦ TC/TX. 19 town populations compared. 19 have population ranges of 2,099 – 6,119. 7 of the 19 have population ranges of less than 3,000. 3 of the 19 were in the range of 5,000-6,000. Does the number of lower population towns skew the results towards lower salaries?
- ♦ Library Assistant. 14 town populations compared. 8 towns common to both examples. Population of the 14 towns range from 941 – 6,119 and out of these 8 towns the population was less than 3,000 and only one town was over 5,000. The number of town's being compared with much lower populations skews the salaries.
- ♦ Why weren't the same 14 towns used in both examples?
- ♦ 1 town adjacent to Deerfield was used, Northwood. Why were other adjacent towns with populations closer to Deerfield not used for comparison?

Motion: Selectman Barry makes a motion to outsource the wage study to MRI.

Second:

Discussion:

Vice Chairman Pitman would like to time to read through Chairman McGarry's work before making a decision.

No second made. Motion withdrawn.

Selectwoman McHugh suggest putting this on next years warrant article. The Board discusses if it is actually need to go with an outsourced company and opinions are provided.

- Selectwoman McHugh. New materials brought to the highway department. Where is it going? Mr. Schibbelhute explains why the material was delivered to the highway shed and not the pit and where the material will be going. The BOS and Mr. Schibbelhute go on to discuss the projects going on around the Town. Gravel bids are out and due May 1.

- Other Business – no other business

Non-Public Session

No non-public

Citizen's Comments

- Kevin Verville. McCarron Road. Explains how he went about submitting the conflict-of-interest form and goes on to go over the ordinance and RSA it is based off.
- Harriet Cady. Ms. Cady provides her opinion on town jobs not being equal across towns and how she feels a wage study should be handled.
- Erroll Rhodes. Church Street. Mr. Rhodes reminds everyone that the Board was unanimous with conflict-of-interest ordinance but since it was the highest vote receiver on the warrant it is now up to the representatives to follow it.

- Linda Perry. Range Road. Ms. Perry lets the Board know that NuStone is not unfamiliar with Deerfield as the Cemetery Committee has hired them to do work in other cemeteries around town that are not included on the bids.

Adjournment

Motion: Selectman Barry makes a motion to adjourn.

Second: Vice Chairman Pitman

Discussion:

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

Next Meeting: May 6, 2024 at 5:30 pm

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