

# **TOWN OF DEERING**

762 Deering Center Road  
Deering, NH 03244

## **Board of Selectmen Draft Workshop Meeting Minutes**

Tuesday, April 16, 2024  
6:30 P.M. – Public Session

Members Present: Chair Jill Smith, Selectman Roy Watson and Selectman Steve Diers  
Also Present: Town Administrator Meagen Kerris

### **Opening of the Meeting at 6:31pm**

#### **Pledge of Allegiance**

#### **Item 1: Board of Selectmen – 2024 Goal Setting**

Chair Smith explained this meeting is a Goal Setting Workshop that has a different format than regular meetings, there will be open discussion and no decisions made.

Chair Smith asked the Board if they had a preference with the format to go Department by Department or simply discuss overall goals.

Selectman Watson suggested to start with high level and work down.

Selectman Diers handed out a sample from another town that had workshop meeting rules.

Selectman Watson gave the following as his suggested areas for goals:

- Update Policies and Procedures
- Look into what can be done on the website to drive more people there for information
- A way to leverage residents to volunteer
- Operate on a closer budget – can we reduce any costs (recycle and reuse)
- Revenue Generation – Grants, renting town hall, etc.

Chair Smith said she likes those suggestions and in regards to revenue generation ambulance fees are being worked on. She also said everyone should be looking at if services we are currently paying for are being used.

Selectman Diers agreed with promoting Town Hall.

Discussion ensued.

Chair Smith suggested that Town Hall employees keep a list of questions that residents ask and then translate that to the website for an easier way to find things that are being asked.

Chair Smith gave Kudos to the Fire Chief and the Cemetery Trustees for looking into updating their fees.

Chair Smith suggested looking into street lighting, are there lights in the most beneficial areas and do we need them in other locations that we don't have them. This is a large expense and should be researched.

More discussion ensued and it was agreed that phonelines are another area to look into as well as task the Department Heads to do an assessment of services to find any items not being used.

Selectman Diers gave the following as his suggested areas for goals:

- Roads and Infrastructure
  - Road Plan
  - Monitoring roads and conditions
  - Accountability for hours and overtime
  - More information to residents
- Future Taxes
- Major repair and replacements
- Safety Services
  - Personnel
  - Vehicles
  - Infrastructure

Discussion ensued.

Chair Smith said this all is a good natural progression from last year's focus. She said she would like to see increasing access of transparency for the residents to see.

Chair Smith gave the following as her suggested areas for goals:

- Health and Safety
- More Policies and Procedures down on paper and updating the ones we have
- Roads – making sure we have a plan for both paved and dirt roads
- Equipment needs
- Look forward to the Budget process and encourage the CIP Committee to meet

Selectman Diers pointed out that reporting procedures are important so that there isn't a need to have an emergency meeting.

Chair Smith said the updating of the Personnel Policy is important and could add an anonymous hazards reporting form.

Chair Smith asked if there were any Fire Department Goals that should be focused on?

Selectman Watson suggested an infrastructure audit to review the assets.

Selectman Diers agreed an analysis of equipment would be helpful.

Chair Smith said they should look at the forestry vehicle as well as if uses for vehicles could be combined. She said health and safety should continue to be looked at as well as recruitment.

Selectman Diers said we need to find a better way to attract people and asked how can we drive more people to the website?

Selectman Watson suggested installing an informational sign board at Town Hall.

Chair Smith said there is a cost issue with a sign but the Trust Fund for Town Center Improvement could be looked at for potential funding.

Chair Smith said a focus on Community to help with residents wanting to volunteer is important.

Chair Smith asked TA Kerris if she had any Goals to bring forth.

TA Kerris answered she supports all that has been covered so far and she plans to have more one on one meetings with Department Heads as she believes it is very useful and beneficial. She met with the Fire Chief already this week. She also said she is a big supporter of Community.

Selectman Watson said he is in favor of anything that will draw the community out.

Chair Smith pointed out that they should start laying out Safety Day and any other events.

There was a discussion regarding other potential events.

Selectman Diers reiterated again that we need a clear plan and goal on how to understand what the roads need.

A discussion regarding roads ensued.

Chair Smith said we do have options to sub-contract if needed.

Chair Smith asked the one person in the audience if they would like to speak.

A new resident to Deering gave feedback to the Board and voiced some of his observations and concerns.

**Selectman Watson made a motion to adjourn the meeting at 8:01pm. Seconded by Chair Smith. Motion passed 3-0.**

Respectfully Submitted,

*Wendy Baker*

Wendy Baker  
Recording Secretary