

# **TOWN OF DEERING**

762 Deering Center Road  
Deering, NH 03244

**Board of Selectmen**  
**Final Meeting Minutes**  
Thursday, October 19, 2023  
7:00 P.M.

Members Present: Chair Jill Smith, Selectman Roy Watson and Selectman Steve Diers  
Also Present: Recording Secretary Wendy Baker

## **Opening of the Meeting by the Chair at 7:00pm**

### **Pledge of Allegiance**

#### **Item 1: Consent Agenda**

- Payroll – 10/11/23 Weekly (\$11,303.05) Monthly (\$3,683.75) and 10/18/23 (\$17,235.90)
- Accounts Payable – 10/06/23 (\$65,665.12); 10/16/23 (\$124,429.61)
- Plodzik & Sanderson – Addendum to original Engagement Letter

**Selectman Diers made a motion to approve the items in the Consent Agenda. Seconded by Selectman Watson. Motion Passed 3-0.**

### **APPOINTMENTS**

#### **Item 2: Codman Hill Road protective berm replacement – Jeffrey Dutton**

Jeffrey Dutton asked the Board for an update on Codman Hill Road, re-installing the berm and the building permit.

**Chair Smith made a motion to go into Non-Public Session at 7:02pm per RSA 91 A-3, II, (I) Legal. Seconded by Selectman Watson.**

**Vote by Roll Call: Chair Smith – yes, Selectman Watson – yes and Selectman Diers – yes**

The Board of Selectman came out of Non-Public Session at 7:07pm.

Chair Smith said the Building Permit is up to date and does not have anything to do with the berm in the road. What can be done is to send a Cease and Desist letter that he cannot do anything more to the road and the Town will replace the berm.

**Selectman Watson made a motion to authorize Meagen Kerris to draft a letter contingent upon Selectman approval to Mr. Super for a Cease and Desist action no later than 7 days from today upon receipt by certified mail the Town will improve the road with a berm no later than 7 days from the date of receipt back. Seconded by Selectman Diers. Motion Passed 3-0.**

#### **Item 3: Highway Department – Interim Road Agent Brett Martin**

- White Cap – Calcium Chloride

Interim Road Agent Martin presented a quote for calcium flake for \$15,823.50.

**Selectman Watson made a motion to approve the purchase of calcium flake from White Cap funded for \$15,823.50 out of the Highway Budget. Seconded by Selectman Diers. Motion Passed 3-0.**

- **AirVac – Air Ventilation System**

Interim Road Agent Martin presented a quote for an air ventilation system from AirVac for \$33,896.00 that would be 4 units that can be turned on and off manually or made automatic and also recirculates the air. He said the Fire Department is currently working on another quote.

Selectman Diers asked if we someone could find out what other Town's use for their ventilation systems in Fire and Highway garages. He said he is willing to do that research.

The Board had no objections.

Interim Road Agent Martin reported that the loader is in for repair.

Chair Smith asked if there is sand for the residents?

Interim Road Agent Martin answered there are 2 ten-wheeler loads of sand for residents.

Selectman Diers asked for an update on the new truck.

Interim Road Agent answered they expect it in approximately a week.

## **NEW BUSINESS**

### **Item 4: Town Hall Rental – ROC NH fee consideration**

Finance Administrator Meagen Kerris said that ROC NH, a non-profit Community Loan Fund group has used the Town Hall for a meeting to help local mobile home parks form Co-Ops. They are requesting to have the rental fee waived for future meetings since it is used to help residents.

Chair Smith suggested to charge a nominal fee for cleaning.

Selectman Watson asked if a fee of 10% of the regular rental price would be good?

Chair Smith suggested to approve a lower rental rate for Town Hall for ROC NH of \$75 with \$50 returned after the event if it is left in good order.

The Board agreed by consensus.

### **Item 5: Outside Railing Work**

An estimate is needed for sanding, cleaning metal and painting of the outside railing as well as repairing or replacing some due to rot.

Selectman Diers said he contacted one company and B. Martin gave him another potential company to call. He said the pipe railing at 3 bases where they go into concrete are rotted and others are showing signs of wear.

More quotes and information need to be gathered.

## **OLD BUSINESS**

### **Item 6: Second Reading – Proposed Highway Department Training Agreement for Employees**

Finance Administrator Kerris said this idea was brought to the Board in June to finance CDL licenses and she is presenting more wording. She said this is a one-time only offer that has a repayment plan of 18 months.

Discussion ensued regarding probationary periods and wage increases and how that would all work.

Chair Smith suggested a raise after 6 months probation and then wait until the incentive is paid off for any other increases.

Finance Administrator Kerris said there are many scenarios of “what happens if” in the agreement.

Selectman Diers said he didn’t feel comfortable with having them go to CDL training until at least 90 days after starting employment.

A resident voiced her concerns over this incentive but said she was in favor of it.

**Selectman Watson made a motion to move the Proposed Highway Department Training Agreement to a third reading. Seconded by Chair Smith. Motion Passed 3-0.**

### **Item 7: Safety Day update (Event date – Saturday, 10/21 from 10am-2pm)**

**Selectman Watson made a motion to cancel 2023 Safety Day dues to the weather not being good for this event. Seconded by Selectman Diers. Motion Passed 3-0.**

The Board asked Finance Administrator Kerris to contact everyone involved as well as post it on the website.

## **OTHER BUSINESS**

### **Item 8: Minutes Approval – October 10/5, October 10/13 (Public & Nonpublic)**

**Selectman Watson made a motion to approve the October 5, 2023 & October 13, 2023 public and non-public minutes as presented Seconded by Selectman Diers. Motion Passed 3-0.**

### **Item 9: Selectmen’s Reports**

Selectman Watson reported that the trees that the Conservation Commission has been working on have been removed and it is now the best view in Deering. He said the first Budget Advisory Meeting was productive.

Chair Smith said she thinks there was a misunderstanding of the budget schedule and that the next BOS regular meeting will include goal setting and then the meetings following are the joint meetings.

Selectman Diers said they need to set a start date for the Solar Committee. He also inquired about the fence on East Deering Road that seems to be a liability to the Town.

Interim Road Agent Martin said they are working to find out if the fence is in the Town Right of Way.

Finance Administrator Kerris said Nicole in assessing is drafting a letter to the owners.

Selectman Diers asked about procuring a projector.

A discussion ensued.

Chair Smith said the Planning Board has a budget where they could purchase one from and that there should be one type of projector for the upstairs conference room and a different type for the downstairs meeting room.

Selectman Watson offered to look into projector options and pricing.

Chair Smith said Henniker has sent a letter requesting a designated person to walk the Town line with them.

Selectman Watson suggested it should be the Ex-Officio to the Conservation Commission.

The Board agreed by consensus.

Chair Smith said the Town servers are out of date and asked Finance Administrator Kerris to reach out for quotes on replacing them.

Chair Smith said an email from the new Fire Chief was received and his status is until November 1<sup>st</sup> he can work without restrictions. As of November 1<sup>st</sup> he can't work and then will be officially starting 25 hours a week on December 1<sup>st</sup>.

Chair Smith said they received a letter from a resident requesting to plant a tree at High 5 Reservation or another public place. This was forwarded to the Conservation Commission and then turned back over to the BOS for consideration.

Selectman Watson said he is not sure it can be allowed for a private person to plant a tree on public property for their personal enjoyment. Maybe other organizations in town would allow it.

Chair Smith was delegated to reach out to other organizations for suggestions.

Chair Smith said she received two emails of interest to become a member on the Budget Advisory Committee. One was from Gary Smith and another was from the BAC Chair saying he had someone wanting to join.

**Chair Smith made a motion to appoint Gary Smith to the Budget Advisory Committee for a 3-year term contingent upon Mr. Smith completing the volunteer paperwork. Seconded by Selectman Diers. Motion Passed 3-0.**

**Item 10: Public Comment (MAXIMUM-3 Minutes)**

*The Board always welcomes public comment and feedback. This is the only opportunity for public comment. If there is any need for the board's response a request should include an appointment on a future agenda, to include supporting documentation. Forward your request to the Town Administrator at least five business days beforehand. When speaking please state your name and address.*

A resident commented on Codman Hill Road.

Mike Thomas expressed concern over the rumors of the current status of the Town Administrator and asked if the Town was operating without one. He also made comments regarding making it mandatory for all town meetings to be recorded.

Chair Smith said the Town Administrators resignation was announced at their meeting on October 13<sup>th</sup> and is recorded in the minutes and on the meeting video.

LouEllen Beard asked how many applicants there are for Road Agent and what is the timeline for filling it. She also asked why the grader is being used to blow leaves. She is concerned we have no help and no leadership.

**Item 11: If Needed-Non-Public per RSA 91-A:3, II, (a), (b) & (c)**

**Chair Smith made a motion to go into Non-Public Session at 8:33pm per RSA 91 A-3, II, (a) & (c). Seconded by Selectman Watson.**

**Vote by Roll Call: Chair Smith – yes, Selectman Watson – yes and Selectman Diers – yes**

The Board of Selectman came out of Non-Public Session at 10:31pm

**Selectman Watson made a motion to seal the minutes. Seconded by Chair Smith, because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board.**

**Vote by Roll Call: Chair Smith – yes, Selectman Watson – yes and Selectman Diers – yes.**

**Selectman Watson made a motion to appoint Meagen Kerris as Interim Town Administrator with a pay increase of \$2 more per hour. Seconded by Chair Smith. Motion Passed 3-0.**

**Chair Smith made a motion to adjourn the meeting at 10:33pm. Seconded by Selectman Watson. Motion passed 3-0.**

Respectfully Submitted,

*Wendy Baker*

Wendy Baker  
Recording Secretary