

TOWN OF DEERING

762 Deering Center Road
Deering, NH 03244

Board of Selectmen Final Meeting Minutes

Thursday, May 25, 2023
6:30 P.M.

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

Opening of the Meeting by the Chair at 6:30pm

Pledge of Allegiance and Moment of Silence for Memorial Day.

Item 1: Request for non-public per RSA 91-A:3, II, (a)(b) and (c)

Chair Smith made a motion to go into Non-Public Session at 6:31pm per RSA 91 A-3, II, (a) employee (b) hiring & (c) reputation. Seconded by Selectman Watson.

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

The Select Board came out of Non-Public Session at 7:34pm.

Chair Smith made a motion to seal the minutes, 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. Seconded by Selectman Watson.

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

Chair Smith said she wanted to discuss the Fire Department and asked the members present if they would review the job description for Fire Chief. They agreed.

Chair Smith asked if Assistant Chief Connor would assume the Interim role of Chief? It was proposed that the Chief's job be broken into 3 sections as follows:

Assistant Chief Connor: Weekly/Monthly Billing, Payroll, Ordering "FD", State/Local Rep and Citizen Concerns.

Deputy Chief Murdough: FD/EMA liaison "Weekly Meetings", equipment and building maintenance, inspections, permits and Health and Safety contact.

Captain Chris Rousseau: EMS contact, TEMSIS Reports, QA, scheduling "EMS" and ordering "stocking".

Selectman Deirs asked if they would provide a monthly report to the Board of Selectmen?

Deputy Chief Murdough answered yes and it would be submitted by Assistant Chief Connor.

Chair Smith asked if they could also submit detailed call info?

Chair Smith said prior to the Chief leaving there was talk and planning for the Fire Stations. She said she would like to know if they have any feedback or concerns on the proposed design for Donovan which was the addition of adding one full and one half bay.

Assistant Chief Connor said there is a piece of property, the Dutton property, that can house a station and would be the ideal location. It could even house the Police Department and more.

Selectman Diers said he has heard that property can't be sold. He said the thought was to look at a 5-year plan and a 10-year plan and do something with the funding we have currently.

Captain Rousseau asked why we wouldn't add 2 regular bays to Donovan?

Selectman Diers answered because the septic is on the left-hand side where a full bay would be.

Assistant Chief Connor said he has a request that we hire a professional to design anything.

Captain Rousseau said to make sure the architect knows the future plans to possibly have a bunk room.

Chair Smith said we need to make decisions on ARPA funds as well as work on a proposed solution in the next couple of weeks and check on any conflicts with Captain Rousseau and his business.

Selectman Diers said he would like to publicly commend Assistant Chief Connor, Deputy Chief Murdough and Captain Rousseau for pulling together a plan.

Deb Boyll wanted the Board to know that the ambulance response time in the winter is not great now from Murdough and if it is moved to Donovan it would be further.

Chair Smith asked if it would be more important to have all Fire & EMS together or to have the ambulance closer?

Captain Rousseau said at Donovan it would give the ambulance more room but will make response time longer.

Chair Smith asked if we should build up Murdough for the ambulance?

Selectman Diers suggested a time be set-up for a more in-depth conversation.

Selectman Watson said the exhaust systems should be done now.

It was decided to address Fire Department needs at the next Selectmen's Workshop on June 6th at 6:30pm.

Item 2: Submission of ARPA requests from Town Administrator, Highway Department and Police Department.

Chair Smith said TA Flynn provided some ARPA requests to the Board.

TA Flynn said he has provided all of the information for the Town Hall Streaming he has proposed.

Selectman Watson said the streaming gives everyone a chance to view the meetings at any time and in the event of inclement weather as well as it increases the Board's transparency.

Chair Smith asked what the total amount of the streaming would be?

TA Flynn said the installation cost is \$1,200 plus \$300 per month for 7 months (the rest of 2023).

Selectman Watson made a motion to authorize TA Flynn to expend \$3,300 from ARPA funds for installation and services with Town Hall Streams. Seconded by Selectman Diers. Motion passed 3-0.

TA Flynn said he has given information for Highway and Police Department requests and they will be presented at the next meeting.

It was asked if exhausts should be looked at for all 3 Fire Stations.

Selectman Diers said the bulk of the expense is in the unit and piping.

A further discussion is needed on where to install exhausts and not.

Chair Smith asked where Acting Chief Cavanaugh's request would reside?

TA Flynn answered at the shooting range.

Chair Smith asked would there be issues with storing files?

TA Flynn answered that Acting Chief Cavanaugh would answers those questions next week.

Chair Smith said she would like to move the Conflict of Interest/Ethics in Purchasing (within the Purchasing Policy) to a second reading.

Selectman Watson made a motion to move the Conflict of Interest/Ethics in Purchasing to a second reading. Seconded by Selectman Diers. Motion passed 3-0.

Chair Smith said she is concerned about the upcoming audit and would like to know if the Cemetery Trustees have their own bank account? She has noticed no reporting in recent annual reports.

TA Flynn said he will follow-up and find out.

The Board approved that extra flags could be put out at Town Hall for Memorial Day.

Selectman Diers made a motion to adjourn the meeting at 8:22 pm. Seconded by Selectman Watson. Motion passed 3-0.

Respectfully Submitted,

Wendy Baker

Wendy Baker
Recording Secretary