



**TOWN OF DEERING**  
762 Deering Center Road  
Deering, NH 03244

**Board of Selectmen Meeting**  
**January 6th, 2022**  
**Meeting Minutes**

**Board Members Present:** Bill Whisman, Rebecca Mitchell, Roy Watson

**Town Employees Present:** Julius Peel (Town Administrator)

**BoS Meeting Call to Order: 7:00PM**

**Pledge of Allegiance:**

**Motion to Approve the Consent Agenda:**

- |                            |                     |
|----------------------------|---------------------|
| a. Minutes                 | Dec 16th            |
| b. Employee Payroll        | Dec 22nd            |
| c. Employee Payroll        | Dec 29th            |
| d. Employee Payroll        | Jan 5th             |
| e. AP Manifest             | Jan 6 <sup>th</sup> |
| f. Delegation of Authority |                     |

Bill Whisman motions to accept the consent agenda. Seconded by Roy. The motion passes accepting the consent agenda.

**Public Hearing Notice:**

1. Septic Health Ordinance: Hearing on the Proposed Regulations

The public Hearing for the septic health ordinance began at 7:05PM. Julius Peel, Town Administrator, began by introducing the draft ordinance to the public. J. Peel expressed that the BoS has discussed this at a previous meeting with Matthew Monahan (regional planner) prior to J. Peel's hire and that this version of the document has been amended to fit the needs of the town attorney. J. Peel expressed to the members of the public that this version of the septic ordinance removes the powers from the Planning Board and places it under the purview of the health officer.

Members of the Conservation Commission, Mike Thomas, Tim Finn and Gary Samuels asked questions to the board regarding the cost's changes, severability clause, effects on the zoning ordinance. J. Peel answered the questions noting that the costs would be based on need to correct rather than penalties, the severability clause existed to ensure flexibility in the live document and lastly explained that the Zoning Ordinance would need to be amended within the next year to reflect the difference in governance.

After listening to public comment, the Board Closed the public hearing and discussed amongst themselves the ordinance. After discussion, they expressed their support for the ordinance because it allows for integrity and expediency for members of the community within the watershed district.

B. Whisman motions to approve the Watershed Protection Ordinance. Seconded by Roy Watson. All in favor. The motion passes.

## **New Business:**

### **1. Amend Employee Handbook: Accrual Start Time**

The board discussed the topic of accrual time change from the hire date to the beginning of the year. Julius explained to the board that the reason he is recommending this change is that currently all full-time employees are being tracked by different means rather than one core program. He also expressed that the same program they are using for Payroll (ADP), is what they are using in Antrim, where Tammy Ford (Interim Book-Keeper) is working. He expressed that by updating our system to match other communities is how the town stays up to date with its HR programs. Roy Watson expressed concerns with this style of review and its reliance on technology solely. He also expressed concerns with new hires and how this would affect when they begin to accrue. Bill Whisman and Rebecca Mitchell noted that they would like to see accruals on paystubs and that if this is the easiest and cheapest way to be done then recommended this be the route. After further discussion the board moved to vote.

Bill Whisman motioned to approve the change in accrual start time to beginning of the year, seconded by Rebecca Mitchell. The vote is 2 to 1 with Roy Watson opposing. The motion passes.

### **2. Technology Agreement: Review of Contracts**

The board reviewed the three bids for a dedicated IT company as proposed by the J. Peel. After review of the agreements, the board explained that they would choose Back Bay networks as their offer was significantly lower than the other two offers and offered similar benefits.

Bill motions to approve the Technology contract with Back Bay networks, seconded by Roy Watson. The motion passes unanimously.

### **3. Review of Appointment for Board Members:**

The BoS began by asking that the Planning Board and Conservation chair to present the members that they would like to have appointed to the representative committees.

Beth Kelly presented two applicants to the BoS for the Planning Board alternate position, Olivier Raoust and Peter Kaplan. After discussing the two applicants the BoS determined that they would appoint Olivier Roust, and deny Peter Kaplan. They explained that the approval and denial was based on expertise, availability and yearly residency.

Motion is made by Bill Whisman to approve the appointment of Olivier Raoust and deny Peter Kaplan as presented by the Planning Board Chair. Seconded by Roy Watson. The motion passes.

Gary Samuels presented a few key changes to the members on the board.

- a. reappoint to full membership: Gary Samuels
- b. alternate to full time: Jackie Sawyer
- c. Non- Member to full time: Tim Finn
- d. resigned full to alternate: Kay Hartnett
- e. Resigned: Lucas Turcotte
- f. Member to Member: Mike Thomas
- g. Reappoint to full membership: Mike Thomas

The board reviewed the candidates and approved the members being appointed to the commission and thanked those that were resigning.

Motion is made by Bill Whisman to approve the appointments and accept the resignation letters as presented by the Conservation Commission Chair. Seconded Roy Watson. The motion passes.

**Old Business:**

2. By-Laws and BoS Calendar of Meetings

B. Whisman explained that By-Laws and meeting dates are important to explaining the process by which the Board follows. He explained that Julius drafted a set of By-Laws by reviewing the 2013 edition and comparing them to other communities. After discussion about the vice-chair position that would be created by accepting these By-Laws, the board began vote on the topic.

B. Whisman motions to accept the By-Laws as written. Seconded by Roy Watson. The motion passes approving the By-Laws for the BoS.

B. Whisman motions to appoint Roy Watson as the Vice Chair. Seconded by Rebecca Mitchell. The motion passes (2/0/1 with R. Watson abstaining) approving Roy Watson as Vice Chair to the BoS.

**BOS/ Administrator Comments:**

1. B. Whisman explained to the board that there were a few amendments that he wanted to do to the key policy. The board reviewed those changes and noted that they would be important to make since the previous policy was from 2013.

B. Whisman motions to approve the key policy as amended. Seconded by Rebecca. The motion passes unanimously.

2. Recognition for the Highway Crew: Roy Watson and Bill Whisman noted that they had received word from a few residents regarding the road crew. These comments were highly supportive of the road crew and thanked them for doing such a good job during the recent snow storms. B. Whisman asked that it be included in the minutes that the BoS thanks the crew for their hard work and the extra mile that they go for the community.

3. B. Whisman explained to the board that the planned budget hearing date of February 3<sup>rd</sup>, will not work for him as he will be out of the country. He asked the board if they would be willing to move the date to the 1<sup>st</sup> of February. After discussion, the board agreed that the 1<sup>st</sup> is an alright date for the public hearing.

Bill motions to hold the Budget Hearing on February 1<sup>st</sup> at 7:00PM at the town hall. Seconded by Rebecca Mitchell. The motion passes unanimously.

4. Department Head at the Next Meeting

The board discussed that they would have the Fire Chief and Town Clerk/ Tax Collector attend the next BoS meeting.

5. Planner Agreement

J. Peel explained to the board that he received the yearly agreement between the community and the Central New Hampshire Regional Planning Commission. J. Peel expressed the importance of the commission and asked the board to sign the agreement for the upcoming year. The board expressed the importance of the Commission and agreed.

**Other Business:**

**Non-Public:**

1. RSA 91-A:3, II(c): Welfare/ Property Liens

Motion to enter non-public at 8:10PM By Bill Whisman. Seconded by Roy Watson. Motion passes.

**Discussion:**

The board discussed a Welfare and Property lien located at Tax Map 243/Lot 16. J. Peel expressed a concern from the owner's daughter for their ability to pay the lien and would opt to go to tax deed. J. Peel continued to note the amount would be \$11,700 plus interest and would also include the welfare lien.

After discussing the options the board had, the board agreed that they would waive the Property and Welfare lien on the location with the idea that the owners would sell the lot to pay for her mother's nursing home bills.

Motion to end non-public and enter public at 8:35PM By Bill Whisman. Seconded by Rebecca Mitchell. The Motion Passes.

Bill Whisman motions to waive the Welfare and Property lien fees located at Map 243/ Lot 16. Seconded by Roy Watson.

**Adjourn:**

Motion to adjourn by Roy Watson, Seconded by Bill Whisman. All in favor. The motion passes.

**MEETINGS:**

**The next Board of Selectmen meeting will be held on January 20th 2022 beginning at 7:00pm.**

*\*This agenda is subject to change right up to the scheduled meeting.*



## BOS Meeting Sign in Sheet

NAME

Reason for Attending

Tim Finn

Gary Samuels

Kay Hartnett

Mike Thomas

Stacy Fogelson

Elizabeth Kiley