



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

**Board of Selectmen Meeting**  
**June 2nd, 2022**  
**MINUTES**  
**6:00pm**

**BoS MEETING CALL TO ORDER**

**Pledge of Allegiance:**

**Motion to Approve the Consent Agenda:**

- |                     |                      |
|---------------------|----------------------|
| a. Minutes          | May 19th             |
| b. Employee Payroll | May. 25th            |
| c. Employee Payroll | June. 1st            |
| d. AP Manifest      | June 2 <sup>nd</sup> |

Roy Watson motioned to accept the minutes of May 19<sup>th</sup> with amendments to the spelling of Francestown. Seconded by Jill Smith. All in favor. The motion passes.

Jill Smith explained that she had a question concerning Employee payroll and overtime rates. J. Peel explained that overtime is overseen by the department head and reviewed by Admin and the finance office before approval by the board. J. Smith asked what the process is for amending payroll as it's submitted to the board. J. Peel explained that administrative corrections would be done prior to payment, but that at this point the employee would most likely be the person to ask for an amendment to pay.

The board discussed the AP manifest, focusing on payments for mowing of town property and school taxes. The board asked Julius to reach out to Cynthia Krill to see if she would attend the next BOS meeting.

**New Business:**

- Goals Meeting: Presentation of Goals by Department Heads and BOS
  - The Town Administrator, Road Agent, Police Chief, and the Fire Chief all presented their goals to the Board of Selectmen. See the attached goals below. The board discussed the goals of each department and added a few goals for themselves. The board included updating the Employee handbook, Personnel Policy, the 250<sup>th</sup> anniversary, Wall Repair for the Basement, Transparency, and the Website. The board also asked if anyone in the audience had any goals for the community and no one included any thoughts.
- Review of Federal Holidays for Employee Handbook
  - B. Whisman presented the newly recognized federal holiday of Juneteenth. The board agreed that because the Holiday was federally recognized, the town would also recognize the date for its employees.
  - Bill Whisman motions to amend the Personnel Policy to include Juneteenth as a Holiday, seconded by Roy Watson. All in Favor. The motion passes.

**Old Business:**

- Safety Week
  - The board discussed the success of previous years safety week and planned to set aside a week for the process. The board agreed after further discussion with staff that one whole week might be cumbersome and agreed to move it to one Saturday similar to the touch a

truck event held by the SAU. The board agreed to set the date as the 1<sup>st</sup> Saturday of October with times to follow depending on the events that they put together.

- Website/ Facebook
  - J. Peel explained that during their search for the Website policy they also found a Facebook and Website Link Policy that would have to be reviewed and amended.

#### **BOS/ Administrator Comments:**

- Joint Meeting Date with Hillsborough
  - J. Peel explained that he had been reached out to by Brad Fife a resident of Hillsborough who was interested in establishing an ATV pathway that would connect Henniker into Deering. J. Peel clarified that this is not a decision-making meeting between the boards, but an informational piece to educate the board of the process. The board agreed to meet at the Deering townhall Tuesday the 7<sup>th</sup> at 6:30PM.
- UTV's on Public Roadways
  - J. Peel explained to the board that Pat Murdough had reached out to him about the process of allowing UTV's on town road. J. Peel continued by explaining that to allow this, the board would have to hold a public hearing on the topic and that he would highly advise researching this further with department heads/ state agencies. The board agreed that they would hold a preliminary hearing to discuss this matter at the next BOS meeting.
- Porta-Potties at the Deering Reservoir
  - The board discussed porta-potties at the Deering reservoir and agreed that the expense would come from the Deering Reservoir Capital Reserve Fund.
    - Motion to expend the costs associated with the Porta-Potties from the Deering Reservoir Capital Reserve Fund by Roy Watson. Seconded by Bill Whisman. All in favor. The motion passes.
- Town Hall Rental Agreement
  - Deering Public Library submitted a rental agreement for a public speaker to be hosted on August 5<sup>th</sup>, 2022. The board reviewed the application and agreed to host the speaker here in the townhall.
    - Motion to approve by Roy Watson, seconded by Bill Whisman. All in favor. The motion passes.

#### **Other Business:**

##### **Non-Public:**

- **RSA: 91-A:3, II (a)**
  - Motion to enter non-public at 20:06. Present during non-public is Roy Watson, Bill Whisman, Jill Smith, Julius Peel, Samantha Ivanov, and Jeff Leblanc.
  - The board reviewed the hire of a new EMS employee. Jeff Leblanc discussed his credentials and the background check of the employee. After review of the candidate the board agreed to hire the new employee at the rate of \$15.00 an hour until the end of the 6-month probationary period where this would increase to \$17.00
  - After discussing with Jeff, the board reviewed its employment agreement for the town administrator. After discussing the amendments presented the board agreed to offer the agreement to J. Peel.
  - After discussing with Julius, the board reviewed its offer of employment for the finance administrator. After discussing the amendments presented the board agreed to offer renewed employment for S. Ivanov.
- Motion to exit non-public at 11:16PM.
  - Roy Watson motions to hire J. Velone at \$15.00, seconded by Bill Whisman. All in Favor. The motion passes.
  - Roy Watson motions to offer J. Peel his employment agreement as amended by the board. Seconded by Bill Whisman. All in Favor. The motion passes.
  - Roy Watson motions to offer S. Ivanov her offer of employment as amended by the board. Seconded by Bill Whisman. All in Favor. The motion passes.

**Adjourn:**

**MEETINGS:**

**The next Board of Selectmen meeting will be held on June 16th, 2022**