TOWN OF DEERFIELD
BOARD OF SELECTMEN
G. B. White Building, Down Stairs Conference Room
8 Raymond Road, Deerfield, N. H. 03037
08/31/2026
AGENDA

Meeting available on Zoom: Meeting ID 988 534 4964 – Meeting Passcode – 8675309
Meeting may be available via Livestream on YouTube and Public Access Channel 987

5:30 pm Call to Order/Roll Call

Pledge of Allegiance to the Flag

Public Comment

Unfinished Business

1. GBW Septic

New Business

1. Don Wyman, Deerfield Fair Association: Fire Detail Rates
2. Highway Winter Plow Contracts
3. Review Budgets
    a. Executive
    b. Supervisor of CL
    c. Advertising
    d. Memorial Day
    e. Heritage Comm
    f. Forestry Comm
    g. Debt Services

Regular Business

1. Review of Outstanding Minutes
    a. 08/24/2026 Public
    b. 08/24/2026 Nonpublic
2. Vouchers/Payroll Manifest
    a. 09/01/2026 Gross: _______
3. Accounts Payable Manifest
    a. 09/01/2026: $_______
4. Signatures/Correspondence
5. Town Administrator's Report

Other Business

Public Comment

Non-Public session RSA 91-A3, II

Adjournment

Agenda Posted: Post Office; Town Offices; Town Website (www.deerfieldnh.gov)

Next meeting: September 14, 2026 at 5:30 at GBW Building

***Any person requiring interpretive or other accommodations is asked to contact the Town Offices at least 48 hours prior to the start of the Meeting –
Tel: 463-8811***

Town of Deerfield
Highway Winter Contractor Agreement 2026 to 2027

Date ____________________ Contract No. ____________________
Vendor No. ____________________ S.S. or Fed I.D. No. ____________________

As of the above date, we ____
address____
Street City/Town State Zip Telephone No.

enter into agreement with the Town of Deerfield to rent equipment as described below at the rates shown, and for the successful operation of the equipment.

Type ____________ Make ____________ Serial No. ____________________

Year of Mfg. _______ Model ____________ Mfr. Rated Capacity ____________

If capacity is greater than manufacturer's standard rating for this model, list under section entitled "Full Description of Equipment" manufacturer's standard oversize components by make, model and size, which make up this rating. Random reinforcement, or additional volume gained by oversize buckets, bodies, etc. without corresponding increase in power, will not be considered sufficient reason for an increase in rate.

EQUIPMENT	RATE / HOUR	CONTRACT PRICE
Truck Under 16000 GVW w/ Plow	$85	
Truck Over 16000 GVW w/ Plow	$95	
Wing Attachment	$15	
2 - 4.5 yard Spreader	$20	
5 Yard + Spreader	$25	
	TOTAL Contract Hourly Pay:	

Insurance/Liability Commercial_Policy #______________________________ Exp. Date__________

Auto_Policy #______________________________ Exp. Date__________
Workers Comp Policy #______________________________ Exp. Date__________

The Lessor shall obtain and maintain in force during the term of lease, comprehensive general liability insurance including contractual coverage, in amounts not less than $350,000 per incident. Prior to the beginning of the Agreement the Lessee shall provide a Certificate of Insurance demonstrating the required insurance coverage.

Plowing Stipend:
For this plowing season any contract holder that maintains for all calls throughout the season a truck w/ plow (any size) AND HAS A Wing and/or a Spreader shall receive the following Stipend:

10 Hour Minimum Biweekly Stipend beginning Dec 1, 2026 and Expiring on April 1, 2027

Note: Hours on call during the Biweekly period deduct from the 10 Hour Minimum. In the event that less than 10 hours during the pay period is worked the balance of the minimum shall be paid during that pay period. In any event that a contractor is unavailable for a storm (without prior consent), the Stipend shall be forfeited for the remainder of the contract season.

Employees (Y)es / (N)o ___________
Name / Address / Telephone No.

____
____
____
____

W9 (each individual) (Y)es / (N)o ________________

The Lessor shall obtain and maintain as required by law the appropriate workmen's compensation insurance to cover all claims of employees of said Lessor.

Rates shall be determined by the current schedule of rates on file at the NH Department of Transportation's office. The rates for each equipment code listed above shall constitute whole and complete payment. The rates for each equipment code listed above shall constitute whole and complete payment.

Full Description of Equipment
and tools furnished for use with
above (use additional page if necessary)

____
____
____

Insurance Coverage Provided by Lessor

Insurance Company _______________

Bodily Injury ____________________
Property Damage
(C S L) _________________________
(Combined Single Limit)

No rental contract shall be approved as valid until all details requested have been received. Agreements shall be printed in ink or typewritten. Signature on this contract and Rules and Regulations are required.

Lessee – shall hereafter mean the Town of Deerfield, its authorized agents and employees.
Lessor - shall hereafter mean the firm or individual owner of the equipment.

On proper signature, the preceding contract agreement shall be valid until terminated in writing by either party or at the expiration of the plowing season stated on the front of this contract

Executed for Owner or Lessor

Approved

Highway Agent

____
Signature

Executed for Town of Deerfield

Date

Contractor

____
Signature

Board of Selectmen Approval

____
____
____
____
____

Date ______________________

EXHIBIT A

SCOPE OF SERVICE

1. All ~~Contractor~~Contractors shall report to the shed when called in for plowing unless an~~d~~ off-site location has been previously agreed upon and approved by the Road Agent. Off site ~~contractor~~Contractors shall call the R~~r~~oad A~~a~~gent upon arrival of their start location for verification.

2. All Contractors must report to the shed or off-site location within one (1) hour after the call in.

~~1.~~3. All equipment shall be listed on the contract with VIN or serial number. All equipment from all ~~Contractor~~Contractor's must arrive in good ~~working~~ operating condition.

~~2.~~4. ~~All Contractors must report to the shed or off site location within one (1) hour after the call in.~~ Contractors are expected to remain on call for each storm until released by the Road Agent. Once an operator finishes clearing their assigned section, they wait in designated staging areas or highway shed until the snow accumulates enough to require another pass. If the Contractor leaves Town during this staging period, those will not be considered billable hours.

~~3.~~5. ~~Contractor~~Contractors will not be paid for vehicle down time greater than 1 hour during a storm unless prior approval~~ed~~ has been granted by the R~~r~~oad A~~a~~gent.

~~4.~~6. ~~Contractor~~Contractors will be allowed to perform ~~routine and/or~~ emergency maintenance to their vehicles at the shed during ~~or before~~ a storm. Maintenance will not be at the cost of the ~~department~~Town.

~~5.~~7. In an emergency situation the ~~road agent~~Road Agent can provide ~~Contractor~~Contractors with misc. supplies such as oil, coolant, fluids, wipers, etc. in order to get the ~~Contractor~~Contractor back in service. Supplies used must be documented and ~~T~~the ~~contractor~~Contractor must replace these supplies to the department~~t~~ within one week.

~~6.~~8. ~~Contractor~~Contractors that are unavailable ~~and~~ or do not~~n't~~ show for a call in will forfeit the Stipend for the remainder of the season as stated in the Contract Agreement. Should a ~~contractor~~Contractor have an alternate driver cover for them, the alternate drivers contact information shall be provided to the R~~r~~oad A~~a~~gent. Alternate drivers must be insured under the insurance policy already on file with the Town and utilize only equipment approved on the current Agreement.

~~7.~~9. ~~At the discretion of the road agent~~Road Agent~~, Contractor~~Contractor~~s may store their vehicles at the Shed during the winter (in the outside lot).~~ All vehicles must be removed the end of the Stipend Period.

~~8.~~10. ~~Contractor~~Contractors are responsible for ground speed spreader rate control. The R~~r~~oad A~~a~~gent will set forth expectations for sand/salt quantity usage amounts for each ~~contractor~~Contractor route. Excessive overage use of this sand/salt amount may result in consequences and/or termination of the ~~contract~~Agreement.

11. At the end of each storm the ~~Contractor~~Contractors are required to return to the shed and return any unused material. Applying excess material onto the roadway as a method of spinning off unused material is not allowed and may result in consequences and/or termination of the contract.

~~9.~~ The Contractor, its employees, and its subcontractors are strictly prohibited from performing any private snow plowing, shoveling, sanding, salting, or ice removal services within the Town limits while actively on duty, clocked in, or otherwise generating billable hours under this Agreement.

~~10.~~12. The ~~contractor~~Contractor shall be liable for any and all fluids, debris, spills etc that result from a breakdown or repair work. All spills shall be reported to the R~~r~~oad A~~a~~gent. If a release or spill is a reportable condition to the Department of Environmental Services (DES), it shall be the full responsibility of the ~~Contractor~~Contractor to notify DES and perform any necessary remediation to satisfy all applicable state and federal regulations, at the ~~Contractor~~Contractors sole expense.

~~11.~~13. ~~Contractor~~Contractor shall have and to remain in full effect through the stipend period the following; Valid Drivers License, Current Medical Card, Current Vehicle Registration, Auto Liability Insurance, and as applicable Workers Compensation insurance for employee drivers.

~~12. Contractors are expected to remain on call for each storm until released by the road agent~~

~~13.~~14. Payments are issued every two weeks. It is the responsibility of the ~~Contractor~~Contractor to submit to ~~road agent~~Road Agent on the appropriate days a fully executed time card for review and submittal. Any ~~Contractor~~Contractor that fails to submit the time card by the required time and date will be required to wait until the following bi-weekly reporting period to submit.

~~14.~~15. All plow routes are determined at the discretion of the ~~road agent~~Road Agent and are non-negotiable.

______________________________ ________________

~~Contractor~~Contractor's Signature Date

Town of Deerfield Requested Executive Budget for the Year 2027

Account Number	Department Line	Previous Budget	Backup Ref #	Department Line Itemized Items	Itemized Cost	Dept Line Total
01.4130.01.130	EX Board of Selectmen	3,200.00		Chair - $800 - Yearly	800.00	
				4 Selectmen - $600 - Yearly	2,400.00	
				Stipend Paid Quarterly		
Line Total		3,200.00			3,200.00	3,200
01.4130.01.131	EX Treasurer	4,160.00		Treasurer - $4,760.00 - Yearly	4,760.00	
				Stipend Paid Quarterly		
Line Total		4,160.00			4,760.00	4,760
01.4130.01.132	EX Trustee of Trust Funds	8,500.00		ETF and CRF Management Fee	8,600.00	
Line Total		8,500.00			8,600.00	8,600
01.4130.01.190	EX Merit Increases	0.00		Bernier 7/13/17 - 10 years	200.00	
				Bouroughs 11/30/22 - 5 years	100.00	
				Ellis 12/14/17 - 10 years	200.00	
				P. Kimball 2/27/07 - 20 years	300.00	
				Long 12/14/17 - 10 years	200.00	
				Newell 4/24/17 - 10 years	200.00	
				Roberts 6/13/07 - 20 years	300.00	
				Smith 11/24/97 - 30 years	400.00	
Line Total		0.00			1,900.00	1,900
Line Total						0
Line Total						0
Line Total						0
Line Total						0

Prev Annual Budget 15,860 **Proposed Annual Budget** 18,460

Town of Deerfield Supervisors of Checklist Budget for the Year 2027

Submitted by Joanna Waring, Department Head

Account Number	Department Line	Previous Budget	Ba Re	Department Line Itemized Items	Itemized Cost	Dept Line Total
01.4140.02.133	Deliberative For School - 6 hrs x 3 @ $10	$ 180.00		Deliberative For School - 6 hrs x 3 @ $10	$ 180.00	
	Deliberative For Town - 6 hrs x 3 @ $10	$ 180.00		Deliberative For Town - 6 hrs x 3 @ $10	$ 180.00	
	Town Election - 14 hrs x 3 @ $10	$ 420.00		Town Election - 14 hrs x 3 @ $10	$ 420.00	
	Batching (Town Election) - 8 hrs x 3 @$1	$ 240.00		Batching (Town Election) - 8 hrs x 3 @$10	$ 240.00	
	General Primary - 14 hrs x 3 @ $10	$ 420.00				
	Batching (Primary) - 8 hrs x 3 @ $10	$ 240.00				
	General Election - 14 hrs x 3 @ $10	$ 420.00				
	Batching (General) - 8 hrs x 3 @ $10	$ 240.00				
	Monthly Meetings - 2 hrs x 3 x 12 @ $10 (Includes State Required Meetings)	$ 720.00		Monthly Meetings - 2 hrs x 3 x 12 @ $10 (Includes State Required Meetings)	$ 720.00	
	Voter Verification - 5 hrs x 3 @ $10 (Now Annually)	$ 150.00		Voter Verification - 5 hrs x 3 @ $10 (Now Annually)	$ 150.00	
Line Total		$ 3,210.00				$ 1,890.00
01.4140.02.291	SC Mileage	$ 50.00		SC Mileage	$ 50.00	
Line Total		$ 50.00				$ 50.00
01.4140.02.321	SC Legal Notices	$ 200.00		SC Legal Notices (Voter Verification)	$ 350.00	
Line Total		$ 200.00				$ 350.00
01.4140.02.342	SC Software Upgrades	$ 1.00		SC Software Upgrades	$ 1.00	
Line Total		$ 1.00				$ 1.00
01.4140.02.430	SC Maintenance	$ 1.00		SC Maintenance	$ 1.00	
Line Total		$ 1.00				$ 1.00
01.4140.02.610	SC Supplies	$ 100.00		SC Supplies	$ 100.00	
Line Total		$ 100.00				$ 100.00
01.4140.02.625	SC Postage	$ 150.00		SC Postage (Voter Verification)	$ 150.00	
Line Total		$ 150.00				$ 150.00
01.4140.02.740	SC Equipment	$ 1.00		SC Equipment	$ 1.00	
Line Total		$ 1.00				$ 1.00
01.4140.02.811	SC Training/Workshops	$ 1.00		SC Training/Workshops	$ 1.00	
Line Total		$ 1.00				$ 1.00
01.4140.02.812	SC Grant	$ 1.00		SC Grant	$ 1.00	
Line Total		$ 1.00				$ 1.00
	Prev Annual Budget	**$ 3,715.00**		**Proposed Annual Budget**		**$ 2,545.00**

Town of Deerfield Requested Advertising/Regional Assoc (NHMA) Budget for 2027

Account Number	Department Line	Previous Budget	Backup Ref #	Department Line Itemized Items	Itemized Cost	Dept Line Total
01.4197.01.560	NHMA Dues	5,452		Annual Member Dues	5,725.00	
Line Total		5,452			5,725.00	5,725
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						

Prev Annual Budget **5,452** **Proposed Annual Budget** **5,725**

Town of Deerfield Requested Patriotic Purposes Budget for 2027

Account Number	Department Line	Previous Budget	Backup Ref #	Department Line Itemized Items	Itemized Cost	Dept Line Total
01.4583.01.683	Memorial Day	600		Flags for Veterans' s graves	300.00	
				New large US and POW flags for cemeteries	300.00	
Line Total		600			600.00	600
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						

Prev Annual Budget 600 **Proposed Annual Budget** 600

Town of Deerfield Requested Heritage Commisson Budget for 2027

Account Number	Department Line	Previous Budget	Backup Ref #	Department Line Itemized Items	Itemized Cost	Dept Line Total
01.4583.02.683	Heritage Commission	600		National Preservation Trust $50	50.00	
				printing and mailing	550.00	
Line Total		600			600.00	600
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						

Prev Annual Budget **600**

Proposed Annual Budget **600**

Town of Deerfield Requested Forestry Commission Budget for 2027

Account Number	Department Line	Previous Budget	Backup Ref #	Department Line Itemized Items	Itemized Cost	Dept Line Total
01.4619.02.390	FC Project Monitoring	1.00			1.00	
Line Total		1.00			1.00	1
01.4619.02.610	FC Supplies	1.00			1.00	
Line Total		1.00			1.00	1
01.4619.02.625	FC Postage	1.00			1.00	
Line Total		1.00			1.00	1
01.4619.02.683	FC Forestry Project	1.00			1.00	
Line Total		1.00			1.00	1
01.4619.02.811	FC Meetings	1.00			1.00	
Line Total		1.00			1.00	1
01.4619.02.812	FC Grant	1.00			1.00	
Line Total		1.00			1.00	1
Line Total		0.00				-
Line Total		0.00				-

Prev Annual Budget 6 **Proposed Annual Budget** 6

Town of Deerfield Requested Debt Service Budget for the Year 2027

Account Number	Department Line	Previous Budget	Backup Ref #	Department Line Itemized Items	Itemized Cost	Dept Line Total
01.4723.01.981	Tax Anticipation Note	1			1.00	
Line Total		1			1.00	1
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						
Line Total						

Prev Annual Budget 1

Proposed Annual Budget 1