

TOWN OF LITCHFIELD BOARD OF SELECTMEN

April 9, 2018

Selectmen's Meeting

Members Present: Brent T. Lemire, Chairman
John R. Brunelle, Vice Chairman
Kevin C. Bourque
Kurt D. Schaefer
Steven J. Webber

Also Present: Troy Brown, Town Administrator

5:00 p.m. Paperwork review
6:00 p.m. Call to Order

Pledge of Allegiance

Review and Approval of Consent Items:

1. Approval of Board of Selectmen Meeting Minutes from March 26, 2018
2. Approval of Account Payable Manifest 4/3/18 \$1,898,145.19 & 4/10/18 \$119,820.33
3. Approval of Payroll Manifest 4/5/18 \$51,779.28 & 4/12/18 \$52,840.13
4. Treasurer Reconciliation - February
5. Veterans' Tax Credit (5)

Approval of Consent Items

Chairman B. Lemire reads aloud the Consent Items

Selectman J. Brunelle **motioned** for the Board of Selectmen to approve the Items of Consent
Selectman K. Schaefer **seconds** the motion. **Vote carries 5-0-0.**

Request for Additional Items/Other Business - None

Business

Interviews

Tony Turecki - Alternate Planning Board Member (term to expire 3/31/21)

Selectman B. Lemire welcomes Mr. Turecki, he is recommended for an appointment as an Alternate Member to the Planning Board. He thanks him for his interest in serving the Town, and asks Tony to come forward and please tell the Board a little about himself.

Mr. Turecki states he is an Electrical Project Manager, with three children and is relatively new to Litchfield. He would like to contribute to Litchfields future.

Selectman B. Lemire mentions with his work background does that mean he handles construction items dealing with electrical. Tony states yes.

Selectman J. Brunelle mentions kids can a time consumption, will this be a challenge for you.

Tony tells the Board with the two meetings a month he feels he can handle it, which is why he is an alternate at this time.

Selectman B. Lemire asks if he has sat in at any of the Planning Board meetings as of yet. Tony says yes he has, and is planning on attending the conference at the end of the month to learn more.

Selectman K. Bourque thanks Tony for stepping forward and volunteering

Selectman S. Webber states he spoke with Tony last week and feels he will be a good addition to the Planning Board.

Selectman S. Webber **motioned** for the Board of Selectmen to approve the appointment of Tony Turecki as an Alternate Member to the Planning Board with a (term to expire 3/31/21).

Selectman J. Brunelle **seconds** the motion. **Vote carries 5-0-0.**

Selectman B. Lemire tells Tony he will have to be sworn in at the Town Office by Terri Briand, before he can participate officially in a Planning Board meeting.

Karl Franck - Heritage Commission Member (term expires 3/31/21)

Selectman B. Lemire welcomes Karl Franck, he is recommended as a new member to the Heritage Commission. Karl tells the Board he has lived in Town for quite some time, he purchased one of the oldest homes in Litchfield at 253 Charles Bancroft Highway. He is an Architect, and serves as a Code Official in Manchester, and enjoys photography. Mr. Franck mentions he has lived in his old home since 1976, it was built in 1790 so he has an interest in historic structures and would like to be able to bring something to the table with the Heritage Commission if he can.

Selectman B. Lemire mentions his home was the old tavern, which was to the back of the home. He asks is there are any vestiges of the tavern in the home.

Karl states nothing he can find. But mentions in back of the woodshed there is a three hole outhouse. They discuss if it is the oldest house in town, but he believes it is the second oldest.

Karl mentions the home was the library until 1924.

Selectman K. Schaefer asks if Mr. Franck will be the first Heritage Commission Member Troy states yes he will be, and thinks he will be a good fit. Together they will work to gain interest in the community to get the Commission up and running.

Selectman J. Brunelle **motioned** for the Board of Selectmen to approve the appointment of Karl Franck as a Member to the Heritage Commission (term to expire 3/31/21).

Selectman K. Schaefer **seconds** the motion. **Vote carries 5-0-0.**

Appointments

Keith Buxton - Member to the Recreation Commission (term expires 3/31/21)

Selectman K. Bourque **motioned** for the Board of Selectmen to approve the reappointment of Keith Buxton to the Recreation Commission (term expires 3/31/21).

Selectman K. Schaefer **seconds** the motion. **Vote carries 5-0-0.**

Colleen Gamache - Member to the Recreation Commission (term expires 3/31/21)

Selectman K. Bourque **motioned** for the Board of Selectmen to approve the reappointment of Colleen Gamache to the Recreation Commission (term expires 3/31/21)

Selectman K. Schaefer **seconds** the motion. **Vote carries 5-0-0.**

Marion Godzik - Member to the Conservation Commission (term expires 3/31/21)

Selectman K. Bourque **motioned** for the Board of Selectmen to approve the reappointment of Marion Godzik to the Conservation Commission (term expires 3/31/21)

Selectman J. Brunelle **seconds** the motion. **Vote carries 5-0-0.**

Selectman B. Lemire thanks everyone for their continued service on the various Boards in Town.

Tax Deed - Map 1, Lot 60

Town Administrator T. Brown mentions to the Board that last May the Town Tax Collector came before them and discussed three tax deed properties, which the Board voted to accept. They have since been working with all previous owners of those properties. Troy mentions last summer they were able to sell the first property back to the previous owner. The second property Map 1, Lot 60 they have worked with legal counsel preparing everything necessary, and have recently been able to secure payment (the check just cleared the bank). The deed is prepared and ready for the Board to sign if they accept. Troy tells the Board they have been working on the third property which has been much more difficult, because the previous owner has abandoned the property. They have been trying to work with the park owner who was interest in the property, to transfer ownership to him. However, due to State law they just learned the property has to go to public bid. So he is continuing to work on this issue and will bring it to the Board for acceptance soon if all moves forward as expected.

But for this evening he mentions they have received unpaid property taxes, interest and fees in the amount of \$7,746.44, from the previous owner of the property recorded as Map1, Lot 60.

Troy states this amount makes the Town whole, covering any monies they paid out. Legal counsel has prepared the deed for the Board of Selectmen to accept and sign.

Selectman K. Schaefer **motioned** for the Board of Selectmen to sign the property deed as prepared by legal counsel for Map 1, Lot 60.

Selectman K. Bourque **seconds** the motion. **Vote carries 5-0-0.**

Public Input - None

Fire Station Project Update

Town Administrator T. Brown mentions he has been working with the Architect, Construction Manager and Legal counsel trying to get administrative work completed. He has also reached out to the School Department, Town Clerk, Finance Director and the Treasurer collecting information necessary for the completion of two applications. One is to the New Hampshire Municipal Bond Bank due this friday. The other is a package which is the whole legal review of the process the Town began a year ago detailing every step leading up to the Town vote in March for the Bond. Troy just wanted to update the Board, and let them know everything looks good so far. He is confident he has gathered all the information needed and just has to finalize it and forward it to the two Organizations he mentioned.

He tells the Board he anticipates once this package is submitted, he should receive feedback by early to mid May regarding approval and then get funding in hand. In the meantime he will be working with the Fire Chief and Finance Director to get a better handle on finances, because

Impact Fees have been used. So he hopes to have a better reconciliation regarding funding for this project.

Troy mentions the Board is aware they have been working with a local contractor to do site work, plans have been give and they are waiting for quotes and feedback on a schedule for this work. Things are going well and moving forward and he will continue to update the Board.

Administrator Report

Troy tells the Board he received notice that Pennichuck Water Works will be conducting the annual flushing of the water mains 8:30am to 4pm from April 9th to April 27th.

He also would like to let the Board know they have started work today on the 2018 Paving Projects.

The Road Agent informed him if all goes as planned they hope to have the project completed and paid for by mid May. They discussed some of the roads being done, which are Broadview Way, Riverview Road, Kokohehas Drive among others

Selectman Reports

Selectman S. Webber mentions last Tuesday the Planning Board gave conditional approve to 496 Charles Bancroft the warehouse location. Also Mel's FunPark has withdrawn their application for the two east lots (2015 and 2017), so the paintball will not be moving forward. They have kept the 2 lot applications (2014, and 2016) in for the bumper boats. There is a scheduled site walk scheduled for this Saturday.

Selectman J. Brunelle states the first Budget Committee meeting is scheduled for April 12, 2018

Selectman K. Bourque nothing to report from the Conservation Commission

Selectman K. Schaefer states the Planning Board visited the Recreation Commission at their last meeting. This was to discuss the Master Plan for Roy Memorial Park. He states there is not a lot to discuss at this point it was the initial meeting, they listened and gave feedback.

Selectman B. Lemire states he attended the meeting with Troy regarding the updates and site work discussions regarding the new Fire Station. He states it was a positive and productive meeting.

Items moved from consent - None

Other Business - None

Non-Public Session

Selectman J. Brunelle **motioned** for the Board of Selectmen to adjourn the public portion of the meeting to go into a non-public session per RSA 91-A:3,II(a) - Compensation. Selectman S. Webber **seconds** the motion. **Vote carries 5-0-0.**

Roll call vote - Selectman K. Bourque (yes), Selectman J. Brunelle (yes),
Selectman S. Webber (yes), Selectman B. Lemire (yes) and Selectman K. Schaefer (yes).

Vote carries 5-0-0.

Selectman J. Brunelle **motioned** for the Board of Selectmen to seal the minutes until July 1, 2018 because the minutes would make the action just taken ineffectual Selectman K. Schaefer **seconds** the motion.

Roll call vote - Selectman K. Bourque (yes), Selectman J. Brunelle (yes), Selectman S. Webber (yes), Selectman B. Lemire (yes) and Selectman K. Schaefer (yes). **Vote carries 5-0-0.**

The meeting was adjourned at 8pm. The next Board of Selectmen's meeting will be on April 26, 2018 at 6:00pm at Town Hall

Brent T. Lemire, Chairman

John R. Brunelle, Vice Chairman

Kevin C. Bourque

Kurt D. Schaefer

Steven J. Webber