

# Town of Litchfield, New Hampshire

## Board of Selectmen

TEL – (603) 424-4046

EMAIL – townhall@litchfieldnh.gov

FAX – (603) 424-3014

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**Meeting Date:** 6/10/19

**Call to Order:** 6:00 pm

**Meeting Location:** Town Hall

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**Meeting Called By:** Board of Selectmen  
**Type of Meeting:** Selectmen's Meeting  
**Facilitator:** Steven J. Webber

**Five Selectmen were in attendance:**  
1. Steven J. Webber, Chairman  
2. F. Robert Leary  
3. Kevin A. Lynch

**Note Taker:** Matthew Sullivan  
**Minutes Approved:** \_\_\_/\_\_\_/\_\_\_\_\_

**Two Selectmen were absent:**  
1. Brent Lemire  
2. Kurt Schaefer

**In Attendance:** Troy Brown, Town Administrator  
**Memo:** None

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**Agenda Topic:** Call to Order

**Presenter:** Selectman S. Webber

1. 5:00pm - Paperwork Review
  2. 6:00pm - Call to Order
  3. 6:00pm - Pledge of Allegiance
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**Agenda Topic:** Review and Approval of Consent Items

**Presenter:** Selectman S. Webber

1. Board of Selectmen Meeting Minutes from the May 13, 2019 and June 1, 2019
2. Treasurer's Reconciliation - April
3. Tax Credits & Exemptions - (1)
4. Land Use Change Tax - (1)
5. 2019 Dog Warrant
6. Accounts Payable Manifest from May 21, 2019 of \$211,195.17, May 28, 2019 of \$330,492.11, June 4, 2019 \$947,878.99, and June 11, 2019 \$19,530.63
7. Payroll Manifest from May 23, 2019 of \$53,421.56, May 30, 2019 of \$53,432.96, June 6, 2019 of \$61,589.23, and June 13, 2019 \$53,770.27

**Discussion:** None

**Motion** ( Selectman Lynch / Selectman Leary ) To approve the Items of Consent.

**Vote:** ( 3-0-0 ) The motion carried.

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**Agenda Topic:** Items Moved from Consent

**Presenter:** Selectman S. Webber

1. None
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**Agenda Topic:** Items Added to Consent

**Presenter:** Selectman S. Webber

1. None

1. **Update – Justin Haley Eagle Scout First Responder Monument:**

- a. Justin Haley, 60 Pilgrim Drive
- b. Justin handed the Selectmen and Town Administrator copies of the presentation.
- c. The price of the monument increased because he needs to have the ground leveled.
  - i. The initial estimate was \$3,000. The estimated price increased to \$3,500.
- d. Justin will fundraise to add a 12' x 5' walkway. The walkway will lead to the monument.
- e. Justin will sell engraved bricks as a way to fundraise for the project.
  - i. He has the necessary order forms for the bricks.
- f. Justin provided a sketch of the monument. The sketch shows the fire department, police department, and the town seals located on the monument.
- g. Justin has marked the location of the monument.
- h. The next step is to bring in cement trucks and equipment to level the ground.
- i. The Selectmen stated they believe Justin has done a great job. They also suggested contacting local business' to help with the fundraising.
- j. The Selectmen also suggested contacting local landscapers who may be able to help with the leveling of the property.
- k. Justin estimated the project would be completed by the end of the summer or early fall.
- l. Justin provided a contact number to the Board of Selectmen.

2. **Policy Review – Fund Balance, Purchasing and Write-Off:**

a. **Fund Balance Policy:**

- i. The Fund Balance Policy outlines five different funds:
  1. **Non-Spendable Fund Balance:** Trust Funds, nobody can spend these funds.
  2. **Restricted Fund Balance:** Grants come in for a specific purpose, and are restricted to that purpose.
  3. **Committed Fund Balance:** Town Meeting where the residents approve funding for a capital project. The funds are restricted for that purpose.
  4. **Assigned Fund Balance:** Encumbered funds, funds dedicated to a specific project.
  5. **Unassigned Fund Balance:** Funds used to help fund a one-time capital project expense. (Liquid Cash)
    - a. Once a year a balance is set up by the auditors. They will determine what the balance is. This fund balance is a collection of funds collected in excess of what the town planned and any funds that were turned back.
    - b. This fund balance may be used by the Selectmen only by the approval of a town meeting.
    - c. The Unassigned Fund Balance in 2018 was \$1.9 million. This fund is an important part of the town's cash flow.
    - d. The town has established a guideline of 8% - 12% of the funds that are the general appropriations for the town, school, and county government.

b. **Purchasing Policy:**

- i. A purchase of \$5,000 or less the Department Heads has complete authority.
- ii. A purchase of \$5,000 up to \$12,000 requires a purchase order and the Town Administrator has to approve the purchase order.
  1. The town has a requirement of seeking three proposals from qualified vendors.
  2. The town does have the ability to make exceptions to the requirement of three proposals.

- iii. A purchase of \$12,000 or more requires the Board of Selectmen's approval, prior to the purchase.
- iv. An exception to this policy is for emergency purchases. Section Seven - Emergency Procurements.
  1. The Emergency Operations Plan will make reference to the town's purchasing policy.

c. **Write-Off Policy:**

- i. The auditors requested the town create a write-off policy. This policy was created in June 2016.
- ii. This policy outlines the procedures that the Finance Department and other departments, including the Town Administrator must follow.
- iii. This policy is used, most of the time, for Special Detail and ambulance bills.
- iv. Litchfield has a third-party collection agency.
  1. After the town has tried everything possible to collect the funds, the town turns to the collection agency.
  2. The collection agency receives a commission on anything they are able to collect.
- v. The town keeps the outstanding amount due on the books for three years. After three years, the amount is written-off.
- vi. The auditors decide the amount that the town is able to write-off. Even though the amount has been written-off, the third-party collection agency will try to collect the funds.

**Discussion:** None

**Motion** ( Selectman Leary / Selectman Lynch ) As we have reviewed, I make a motion to accept the Fund Balance, the Purchasing Policy, and the Write-Off Policies.

**Vote:** ( 3-0-0 ) The motion carried.

3. **Recruitment Process - Police Chief:**

- a. Selectman Webber met with Chief O'Brion and other law enforcement officers.
- b. Selectman Webber discussed the policy and procedure for hiring a Police Chief.
- c. The belief is a department that runs well, the town should promote from within its own department.
- d. The Selectmen agreed that promoting from within would be the proper way to proceed.
- e. Promoting from within would:
  - i. Help with moral
  - ii. Keep the money spent on training within the town of Litchfield
- f. Captain Sargent is a candidate for Police Chief and he will be attending the FBI Academy soon.

**Discussion:** None

**Motion** ( Selectman Lynch / Selectman Leary ) I move the Board of Selectmen promote a police officer from within the Litchfield Police Department as the town's next Police Chief.

**Vote:** ( 3-0-0 ) The motion carried.

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**Agenda Topic:** Public Input - started at 6:28 pm

**Presenter:** Selectman S. Webber

1. Selectman Webber spoke to the residents who attended the Board of Selectmen meeting. He let the residents know the Selectmen were unable to speak about Mr. Pinciario's personnel issue. He did mention, if Mr. Pinciario signed off and allowed the Selectmen to speak about his personnel issue, the Selectmen would be willing to answer the resident's questions.
2. **David Cady - 1 Colby Road**
  - a. Mr. Cady wanted to know who put together the agenda for the June 1, 2019 meeting. The Selectmen informed Mr. Cady the meeting was put together quickly in order to accept the June 1 resignation.
  - b. Mr. Cady was informed that public input is not part of the Board of Selectmen's special meeting.
  - c. The Town Administrator stated he was informed of Jack Pinciario's decision to resign on Thursday, May 30. The Hudson Litchfield News had an article about Mr. Pinciario's decision to resign.

- d. Friday, May 31, Troy Brown met Jack Pinciario at the highway garage. Mr. Pinciario handed the Town Administrator his resignation letter at the garage around 7:20 am.
  - e. Mr. Cady requested to know if Jack Pinciario was offered the option to stay on until the end of his term. The Selectmen were not able to answer questions about Mr. Pinciario's personnel issue.
  - f. The Selectmen informed Mr. Cady that the Board of Selectmen did not vote to terminate Mr. Pinciario. Mr. Pinciario chose to resign before the Board of Selectmen could meet.
  - g. Mr. Cady requested to know how the Selectmen voted with regards to accepting Mr. Pinciario's resignation.
  - h. Mr. Cady was informed that Selectman Lynch and Selectman Leary chose to vote 'no' and the other Selectmen voted 'yes' to accept his resignation.
  - i. Mr. Cady stated he is going to start a fund to create plaques for Kevin Lynch and Jack Pinciario. He believes they both deserve plaques for their years of service to the town of Litchfield.
3. Rich Lascelles - 236 Charles Bancroft Highway
- a. Mr. Lascelles mentioned how very disturbed he was with the personnel decisions the town has made lately.
  - b. Mr. Lascelles was concerned that when Litchfield has been mentioned lately, the town has been portrayed in a negative light.
  - c. Mr. Lascelles did not have any questions, but he is concerned about the negative feelings towards Town Hall and with the bad decisions made by the person(s) pulling the strings.
4. Pat Jewett - 21 Jeff Lane
- a. Ms. Jewett mentioned how she moved to Litchfield in 1950 and she has loved the town since she moved to Litchfield.
  - b. Ms. Jewett is concerned with the friction she has seen at Town Hall.
  - c. She requested to know if Jack Pinciario had ever received a written evaluation. Ms. Jewett was informed the town had only started giving written evaluations two years ago, and Jack Pinciario had received a written evaluation each year.
  - d. Ms. Jewett mentioned she had been a town Selectman for 25 years, and over the 25 years, she never fired one person.
  - e. Ms. Jewett believes the town is forcing certain employees to quit by making their lives miserable. She mentioned that she believes employees are being told to either resign or be fired.
  - f. Ms. Jewett mentioned she was disappointed with the Board of Selectors. She believes the Selectmen should back the town employees. She mentioned that she went to court to support and fight for Chief O'Brion.
  - g. Ms. Jewett mentioned that she heard a rumor that Chief O'Brion was being forced out as Chief of the police department.
  - h. The Selectmen informed Ms. Jewett that Chief O'Brion's last contract gave the town a completion date of March 2020. Chief O'Brion is satisfied with his contract and is happy to assist in finding his replacement.
  - i. The Board of Selectmen were able to convince Ms. Jewett that they were not forcing Chief O'Brion to retire, but Ms. Jewett still believes a town employee is about to be forced to resign or be fired.
5. David Cook - 18 Cutler Road
- a. Mr. Cook requested the Board of Selectmen inform him why Jack Pinciario was forced to resign or be fired. The Board of Selectmen informed Mr. Cook that they did not require Mr. Pinciario to resign or be fired.
  - b. The Selectmen also reminded Mr. Cook that they are unable to speak about personnel issues regarding Mr. Pinciario unless the Selectmen receive a release that will allow them to answer questions regarding Mr. Pinciario.
  - c. Mr. Cook wanted to know if the town had hired a new Road Agent. As of the meeting, a Road Agent has not been hired.
  - d. Mr. Cook wanted to receive an update on 8 Bixby Road. He stated that for the last several years he has tried to get 8 Bixby Road cleaned up. He has spoken to Board of Selectmen and Town Administrator about the property more than a few times.
  - e. Town Administrator, Troy Brown mentioned he went to court twice over the property:
    - i. Superior Court - May 28, 2019 - Hazardous Building
    - ii. District Court - June 4, 2019 - Junkyard

- f. The court has ordered that Litchfield has a deadline of July 31, 2019, to secure the building.
- g. The court has not issued an order on the junkyard. Troy was informed, the order should also be for July 31, 2019.
- h. If the owner does not clean up the property, then Litchfield would have to go back to court. If Litchfield has to go back to court, the hearing would not occur until November, at the earliest. At that time, the court would give the town of Litchfield authority to take action.
- i. Selectman Lynch provided Mr. Cook with additional information on what the town tried to do over the last two years.
  - i. Two and a half years ago Kevin went to the Selectmen about the problem at 8 Bixby Road.
  - ii. A building permit was issued for the demolition and correction of the building.
  - iii. The day before the demolition and correction was to occur, the owner backed out of his agreement with the town.
  - iv. Selectmen Lynch believes the documentation and communication of 8 Bixby Road should be in the file.
  - v. 4 - 5 years ago, the house was considered 'fit'. Shortly later the floor caved in on the addition of the family room.
  - vi. 2 - 2 ½ years later the roof came down because of a snowstorm.
  - vii. Kevin Lynch, Rich Lascelles, and other members of the town tried to get the owner help. They tried to get the VA involved.
  - viii. The town had an agreement with the owner to get rid of the vehicles on the property. Once again, the owner backed out of the agreement.

6. Linda Peeples - 205 Charles Bancroft Highway

- a. Ms. Peeples mentioned there are a lot of disgruntled residents within the town. The residents were not happy how Kevin was treated. And she believes the residents saw Jack Pinciario receive the same treatment.
- b. Ms. Peeples mentioned the grass at Parker Park is overgrowing. She stated that Jack would mow the lawn whenever she requested him to cut the lawn.
- c. The Selectmen agreed the cutting of the lawn at Parker Park is the responsibility of the highway department and the situation would be looked into in the morning.

7. Joe Cabral - 7 Brickyard Drive

- a. Mr. Cabral misunderstood why the Selectmen voted 3 - 2 to accept Jack Pinciario's resignation. The Selectmen informed Mr. Cabral that Jack had resigned a couple of days before the vote to accept his resignation.
- b. Mr. Cabral believed the Selectmen had accepted Jack's resignation from an article in the Hudson - Litchfield News instead of accepting a resignation letter from Jack Pinciario.
- c. Mr. Cabral stated that if he was treated the way Jack Pinciario had been treated, he would have sued the town of Litchfield.
- d. Mr. Cabral believed the town mishandled the 8 Bixby Drive situation. He believed the Town Administrator and the Selectmen should have talked to the owner of the property before proceeding with legal action.
- e. Mr. Cabral requested the Board of Selectmen inform him with the names of the Selectmen who authorized the Town Administrator to place Jack Pinciario on 'administrative leave'. Selectman Webber took responsibility for authorizing Troy Brown to place Jack Pinciario on 'paid administrative leave'.
- f. The Town Administrator explained that 'paid administrative leave' was not a termination. An employee receives this status when allegations are made and management has concerns. This allows management to collect all the facts before making a decision.
- g. Troy Brown said he spoke to Jack Pinciario on Friday, May 31 around 7:20 am. Jack gave Troy Brown his resignation letter, and Troy offered to drive Jack home or have his assistant drive him home.

8. Nicole Fordey - 85 Page Road

- a. Ms. Fordey wanted to know if the Selectmen had a procedure to review previously sealed minutes and vote to unseal the minutes.
- b. Ms. Fordey believed unsealing minutes would be a good policy and allow for transparency.

- c. The Selectmen, in the past, sealed minutes related to employment issues for one year. After one year, one would believe the issue would be resolved.
  - d. Ms. Fordey is part of the Budget Committee and she wanted to inform the Selectmen that the New Hampshire Municipal Association will have a training class on June 27 in Town Hall.
9. David Cady (2) - 1 Colby Road
- a. Mr. Cady wanted to know if Jack signed a release, would the release cover everything or could Jack be subjective on what parts are released.
  - b. The Selectmen informed Mr. Cady that the release would cover exactly what Jack Pinciario wanted to release.
  - c. Mr. Cady wanted to know who authorized Troy Brown to place Jack Pinciario on 'paid - administrative leave'.
  - d. The Selectmen agreed that on Thursday night, May 30, the Selectmen and the Town Administrator spoke and texted at different times. The conversations resulted in Troy Brown being authorized to speak to and place Jack Pinciario on 'paid - administrative leave'.
  - e. Selectman Webber described the Town Administrators job to Mr. Cady.
  - f. Mr. Cady requested Troy Brown provide his background.
  - g. The Town Administrator spoke about his bachelor's degree in Public Administration and 25 years of municipal government experience. This experience included municipal projects, road projects, fire departments, police departments, highway departments, solid waste departments, capital improvement, and budgeting.
10. Theresa Briand - 175 Charles Bancroft Highway
- a. Ms. Briand wanted to speak about her concerns and she also wanted to know if the town was setting a new policy with regards to employees resigning.
  - b. Ms. Briand described one of her employees decided to retire and how retirement was a happy event. She wanted to know why Jack Pinciario was not able to offer his resignation and finish his term as Road Agent.
  - c. The Selectmen agreed with Ms. Briand but informed her that Jack Pinciario gave his resignation on May 30 and wanted the resignation to be effective June 1. Jack did not provide a two-week notice to give the town time to find his replacement.
11. Rich Lascelles (2) - 236 Charles Bancroft Highway
- a. Mr. Lascelles went through the events of May 30, May 31, and June 1. The events started with the resignation letter in the Hudson-Litchfield News and ended with the Selectmen's acceptance of Jacks resignation on June 1.
  - b. Mr. Lascelles wanted to know the Chairman of the Board of Selectmen did not speak with Jack Pinciario. Selectman Webber informed Mr. Lascelles that Selectman Leary spoke to Jack because he knew him better.
  - c. Mr. Lascelles wanted to know if Jack Pinciario finished his workday. Mr. Lascelles was informed Jack was placed on 'paid administrative leave'.
  - d. Mr. Lascelles finished up by saying the situation was not handled properly.
12. David Cook (2) - 1 Colby Road
- a. Mr. Cook asked the Selectman to confirm that when Jack Pinciario signs a release, the Selectmen will speak about why they were going to fire Jack.
  - b. Selectman Webber confirmed that once Jack signs the appropriate release, the Selectmen will answer questions regarding Jacks personnel issue.
  - c. Mr. Cook continually asked the Selectmen to inform him why the Selectmen chose to fire Jack Pinciario. The Selectmen consistently responded that they are legally not allowed to speak about personnel issues.
13. Tracey Fauteux - 8 Brickyard Drive
- a. Ms. Fauteux questioned Troy Brown about his work hours and his availability. Troy responded by saying he is available from 8 am until 4 pm. Troy included that he is a salaried employee, he could be working in the office, at home, at a meeting, or doing an inspection somewhere in town.

- b. Selectmen Lynch discussed how the town set up the building inspection and health department. The town is currently interviewing for a building inspector. Troy Brown and the part-time building inspector are the only two with a zoning background. The fire department is responsible for the health officer.

Public Input ended at 7:41 pm

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**Agenda Topic:** Other Business

**Presenter:** Town Admin, Troy Brown

1. **Approval - MS-4 Stormwater Permit Certificate:**

- a. Troy Brown requested the Selectmen authorize him to be able to sign the following items:
  - i. Stormwater pollution plans
  - ii. Inspection reports
  - iii. Annual monitoring reports
  - iv. Training records

**Discussion:** Selectman Lynch requested that Town Administrator Troy Brown provide the forms to Selectman Lynch before Troy signs off on the document.

**Motion** ( Selectman Leary / Selectman Lynch ) I move to authorize the Town Administrator position to review and approve stormwater pollution prevention plans, inspection reports, annual monitoring reports, training records, and other reports as required by the MS-4 Permit, with the condition that Selectmen Lynch will be able to see them prior to signing.

**Vote:** ( 3-0-0 ) The motion carried

2. **Approval - Melanson Heath Contract:**

- a. Melanson Heath is the towns auditing firm.
- b. The contract is for three years, but the first year is already under contract.
- c. For the years 2018 and 2019, the cost will be \$20,500.
- d. For the year 2020, the cost will be \$21,000

**Discussion:** None

**Motion** ( Selectman Lynch / Selectman Leary ) I move to authorize the Town Administrator to sign a three-year contract with Melanson Heath, for the years 2018, 2019, and 2020.

**Vote:** ( 3-0-0 ) The motion carried.

3. **Approval - Fire Department Weekend/Holiday Stipend:**

- a. The fire department weekend / Holiday Stipend is a practice that is already in place, but it has been omitted from the pay scale. (Appendix A)
- b. Weeknights after the full-timers go home, we have an individual who will cover from 4 pm until 8 am. This employee receives a \$20 stipend to be on-call.
- c. The requirement is the employee is within a 10 to 15 minute response time.
- d. If the employee gets called out, the employee receives their hourly rate.
- e. Weekend Days and Town Holidays, the employee receives a \$50 stipend.

**Discussion:** None

**Motion** ( Selectman Leary / Selectman Lynch ) I move to update Appendix A wages of personnel policy with on-call officer stipends as follows, weeknights 1600 hours to 0800 hours is \$20. Weekend days and Town Holidays are \$50.

**Vote:** ( 3-0-0 ) The motion carried.

4. **Special Meeting - Tour Highway Department:**

- a. Troy Brown would like to set up a time for the Board of Selectmen to go down to the highway garage and have Kevin Brown give us a tour.
- b. The tour would include the entire facility and all the equipment.
- c. Selectman Webber suggested including the Budget Committee in the tour of the highway department.
- d. Selectman Leary wondered if the wounds from the Jack Pinciario resignation are still too raw.
- e. The Selectmen agreed to set up a time for a tour and will invite the Budget Committee to attend.

5. **Authorization - Recruitment of Seasonal Highway Laborer:**

- a. The last two years the town has not had a seasonal highway laborer.
- b. The Highway Department is down one man with Jack Pinciario's resignation.
- c. The town needs to find a seasonal employee to help with the lawn mowing and other maintenance issues.
- d. The pay would be \$12 an hour and last for about 10 weeks.

**Discussion:** None

**Motion** ( Selectman Leary / Selectman Lynch ) I move to authorize the Town Administrator to recruit and hire a seasonal laborer in a position for the highway department at \$12 an hour.

**Vote:** (3-0-0) The motion carried.

6. **Discussion Items - Full-Time Road Agent and Truck Driver:**

- a. With the resignation of Jack Pinciario, the position of Road Agent is a priority.
- b. The Selectmen agreed to look at the job descriptions.
- c. Troy Brown will work on updating the job descriptions.

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**Agenda Topic:** Administrator Report

**Presenter:** Town Admin, Troy Brown

1. **8 Bixby Road:**

- a. This topic was discussed earlier with David Cook during Public Input.

2. **Health Internship:**

- a. The fire department received notice that Bethany Newell, a resident of Litchfield, is studying public health.
- b. Bethany has requested to do an internship program within the town of Litchfield.
- c. Troy notified the Selectmen of her intention and mentioned there would be no cost to the town.
- d. Bethany will work with the 55+ age group. She will help with creating outreach programs for this age group.

3. **Highway Pickup Truck:**

- a. The highway pickup truck has damage to the rear passenger side.
  - i. The bumper is bent and the side corner is bent.
- b. No report has ever been filed.
- c. An employee backed the truck into a tree, and the estimated cost of the repair is \$2,000 to \$3,000.
- d. The town will file a claim with the insurance company. Troy is unsure what will come out of the claim, at this point.

4. **Municipal Resources Inc. (MRI):**

- a. Troy reached out to MRI.
- b. John Gilcreast, Part-Time Contract Building Inspector, had some personal issues and the town is getting behind some of the inspections.
- c. MRI has an inspector, Peter Rowell, who will be available to come and help the town of Litchfield with the inspections.
- d. Troy was updating the Board of Selectmen, no vote was needed.

5. **Department Head Meeting:**

- a. A Department Head Meeting will occur this Thursday at 1 pm.
- b. The meeting will occur in the Town Hall conference room.

**6. Fire Department Ribbon Cutting:**

- a. The ribbon cutting ceremony will occur on Wednesday, June 19.
- b. The town will inform the residents of the ceremony.

**7. Jason Brennen:**

- a. Jason sent Troy Brown a conceptual photograph of what he would like to do for improvements at Hillcrest Rd. and 3A.
- b. Jason is looking to use vinyl fencing and to install a directional sign.
- c. The Selectmen agreed with the statements 'vinyl is never final' and 'wood is good'. They also agreed the fence should be placed further back.
- d. The Selectmen agreed that they will need to work with District Five.
- e. The Selectmen would like Jason to make a presentation to the Board, before receiving approval.

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**Agenda topic:** Selectman Reports

**Presenter:** Selectman S. Webber

**Selectman R. Leary - Budget Committee:**

1. Nothing to report

**Selectman K. Lynch - Planning Board:**

1. Nothing to report

**Selectman S. Webber - Conservation Commission:**

1. Nothing to report

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**Agenda Topic:** Adjourn the Public Portion of Meeting

**Presenter:** Selectman S. Webber

**Motion To Enter Non-Public Session (Roll Call Vote)**

Selectman Schaefer motioned and seconded by Selectman Lemire to enter non-public session per RSA cited below:

RSA 91-A:3, II (a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

**Roll Call Vote:**

Webber (yes)

Lynch (yes)

Leary (yes)

(3-0-0) Motion passed

**Entered Non-Public Session:**

8:25 pm

**Reconvene Public Session:**

8:04 pm

**Motion Made To Adjourn:**

**Discussion:** None

**Motion** ( Selectman Lemire / Selectman Schaefer ) I move to adjourn the meeting.

**Vote:** ( 5-0-0 ) The motion carried.

The meeting adjourned at 7:23 pm

The next regular meeting will occur on June 24, 2019, at 6 pm.

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Approved by the Board of Selectmen:

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Steven J. Webber, Chairman

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Kurt D. Schaefer, Vice Chairman

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F. Robert Leary, Sr.

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Brent T. Lemire

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Kevin A. Lynch