

Town of Litchfield, New Hampshire

Board of Selectmen

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Meeting Date: 9/23/19

Call to Order: 6:00 pm

Meeting Location: Town Hall

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

Note Taker: Matthew Sullivan
Minutes Approved: ___/___/_____

In Attendance: Troy Brown, Town Administrator
Memo: None

Selectmen in attendance:
1. Steven J. Webber, Chairman
2. Kurt D. Schaefer, Vice Chairman
3. F. Robert Leary, Sr.
4. Brent T. Lemire
5. Kevin A. Lynch

No Selectmen were absent:

Agenda Topic: Call to Order

Presenter: Selectman S. Webber

1. 5:30 pm - Paperwork Review
2. 6:00 pm - Call to Order
3. 6:00 pm - Pledge of Allegiance

Agenda Topic: Review and Approval of Consent Items

Presenter: Selectman S. Webber

1. Board of Selectmen Meeting Minutes from September 16, 2019
2. Accounts Payable Manifest from September 9, 2019, of \$1,127,461.94, and September 24, 2019, of \$103,316.55
3. Payroll Manifest from September 19, 2019, of \$61,676.37, and September 26, 2019, of \$65,092.01
4. Town Clerk and Tax Collector Reconciliations - August
5. Purchase Order for the Police Vehicle - Chevrolet Tahoe in the sum of \$34,778
6. Insurance Payment, receipt to date, in the amount of \$27,187.86

Discussion: None

Motion (Selectman Lemire / Selectman Schaefer) To approve the Items of Consent.

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

Agenda Topic: Items Moved from Consent

Presenter: Selectman S. Webber

1. None

Agenda Topic: Items Added to Consent

Presenter: Selectman S. Webber

1. None

1. **Budget Review:**

a. **Parks and Recreation**

- i. Parks and Recreations were tabled until the next Board of Selectmen's meeting.

b. **Library - 4550.20**

- i. Vicki Varick is present to speak with the Board of Selectmen
- ii. **Payroll:**
1. **Wages:** An increase of \$1,382 reflects the merit increases.
 2. **Merit Increases:** An increase of \$144
 3. **Health Insurance Buyout:** An increase of \$7,360 reflects the four full-time employees.
 4. **Social Security/Medicare:** An increase of \$679.78 reflects the merit increases and health insurance buyout.
 5. **Children's Services Librarian:** A decrease of \$8,375 reflects the salary of a new librarian.
 6. **Social Security/Medicare:** A decrease of \$641 reflects the salary of a new librarian.
- iii. **Operating Expenses:**
1. **Electricity:** An increase of \$361 based on 2018 and current usage
 2. **Heating Oil:** Vicki mentioned she is still waiting on the 2020 contract rate
 3. **Water Usage:** An increase of \$149 based on 2019 and the proposed increase for 2020.
 4. **Community Programs:** \$195 is an addition of a library pass for adults to the Isabella Stewart Gardner Museum in Boston.
 5. **Grounds Maintenance:** An increase of \$162
 6. **Books and Media:** An increase of \$300 based on the statewide budget increase with the NH Downloadable Books and the Mango Language and Ancestry.
 7. **Mileage and Tolls:** An increase of \$230 reflects the old milage rate plus the addition of monthly Town Department meetings and conferences.
 8. **Septic Tank Cleaning:** - A decrease of \$300 as the septic tank is cleaned in odd-numbered years
- iv. The library's budget for 2020 is \$265,804, an increase of \$1,091.
- v. Vicki asked TA Troy Brown if the Selectmen were going to go over the MOU's (Memorandum of Understanding). TA Troy Brown said they were not going to go over the MOU's.

c. **Information Technology - 4150.20**

- i. John Brunelle is present to speak with the Board of Selectmen
- ii. **341 - Go Telephone and Data:**
1. **Consolidated Voice/Fax/Data - all departments:** An increase of \$14,000
 2. **Verizon Wireless - all departments:** No increase to the budget
 3. **Comcast - Internet Access / all sites:** A decrease of \$6,672
 - a. This is an increase of \$7,328. The increase is mainly caused by the addition to the new fire station and the resolution to some major consolidated problems.
- iii. **342 - Go Software Support:**
1. **Antivirus and Malware Detection - Town Wide:** No increase to the budget
 2. **Offsite Backup Services:** No increase to the budget
 3. **Domain Services:** An increase of \$800. Each domain went up to \$400.
 4. **Website Hosting Services:** An increase of \$450
 5. **Support Tools and Management:** No increase to the budget
 6. **Domain Filter Services:** An increase of \$350
 7. **Microsoft Server Software Support:** No increase to the budget

8. **GoogleTV:** An increase of \$600
9. **Microsoft Office:** No increase to the budget
10. **Adobe Tools:** An increase of \$525
11. **Google Services:** An increase of \$500
 - a. This is an increase of \$3,225.

iv. **630 - Go Equipment Maintenance:**

1. **IT Manager:** No increase to the budget
2. **VMware Subscription Services:** No increase to the budget
3. **Firewall ASA Maintenance x3:** No increase to the budget
4. **PD Video and Audio Recorders:** No increase to the budget
5. **Computer Parts:** An increase of \$300
6. **Cisco Systems Maintenance:** A decrease of \$5,320
 - a. This is a decrease of \$5,020.

v. **740 - Go Equipment Purchase:**

1. **Five (5) Computer Upgrades (Town, PD, and Fire):** No increase to the budget
2. **LPD MDT Replacement (2 MDT's out of 5 MDT's):** An increase of \$8,700
3. **Storage Array Replacement (36 months of support included):** An increase of \$25,000
4. **Town Hall / PD Door Security Phase 2:** An increase of \$25,000
5. **Five-year lease agreement for 2 copiers (Police and Town Hall):** No increase to the budget
6. **Windows 7 to Windows 10 Pro upgrades:** No increase to the budget
7. **Conway - Town Hall Printer (\$275/quarter use and all supplies):** No increase to the budget
 - a. This is an increase of \$58,700

vi. **741 - Equipment Leases:**

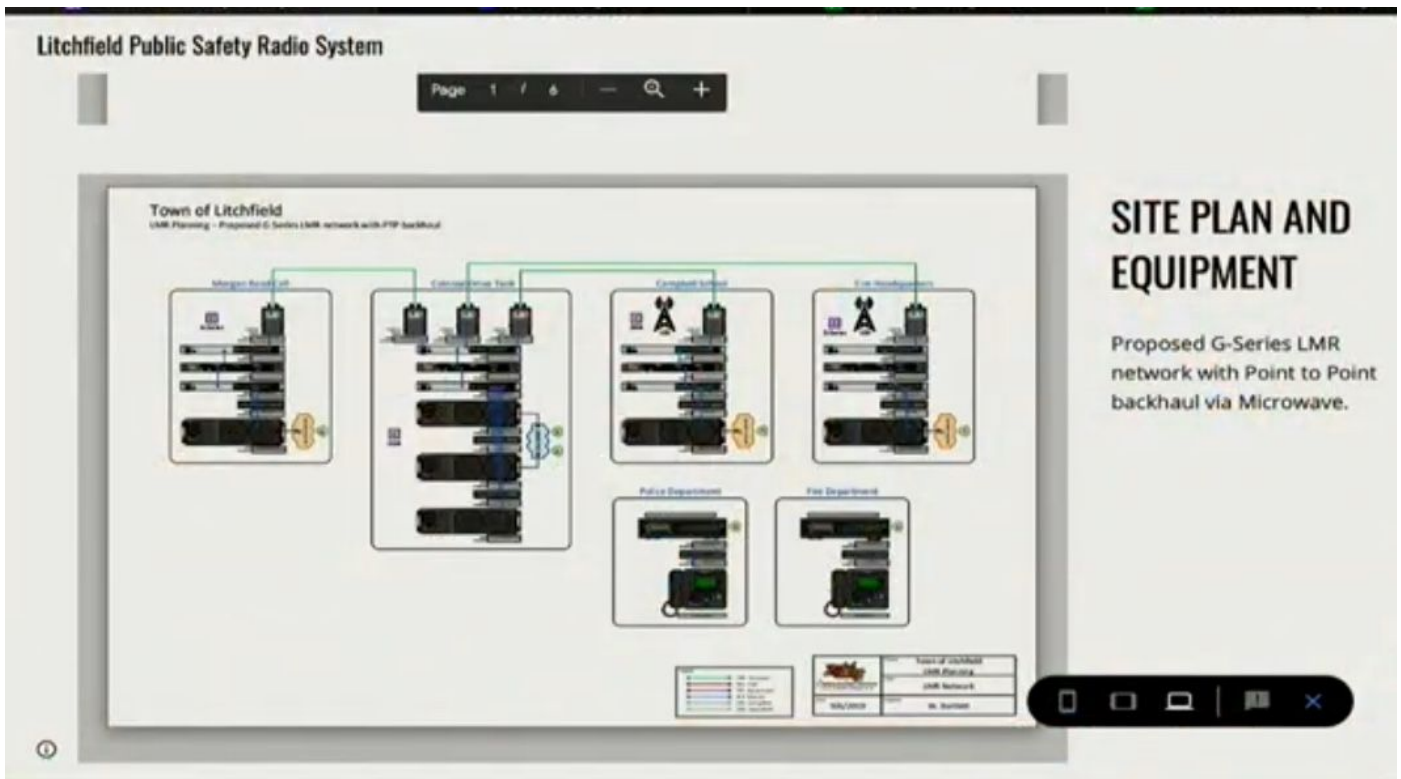
1. **Conway - Town Hall Printer (\$275/quarter use and all supplies):** No increase to the budget

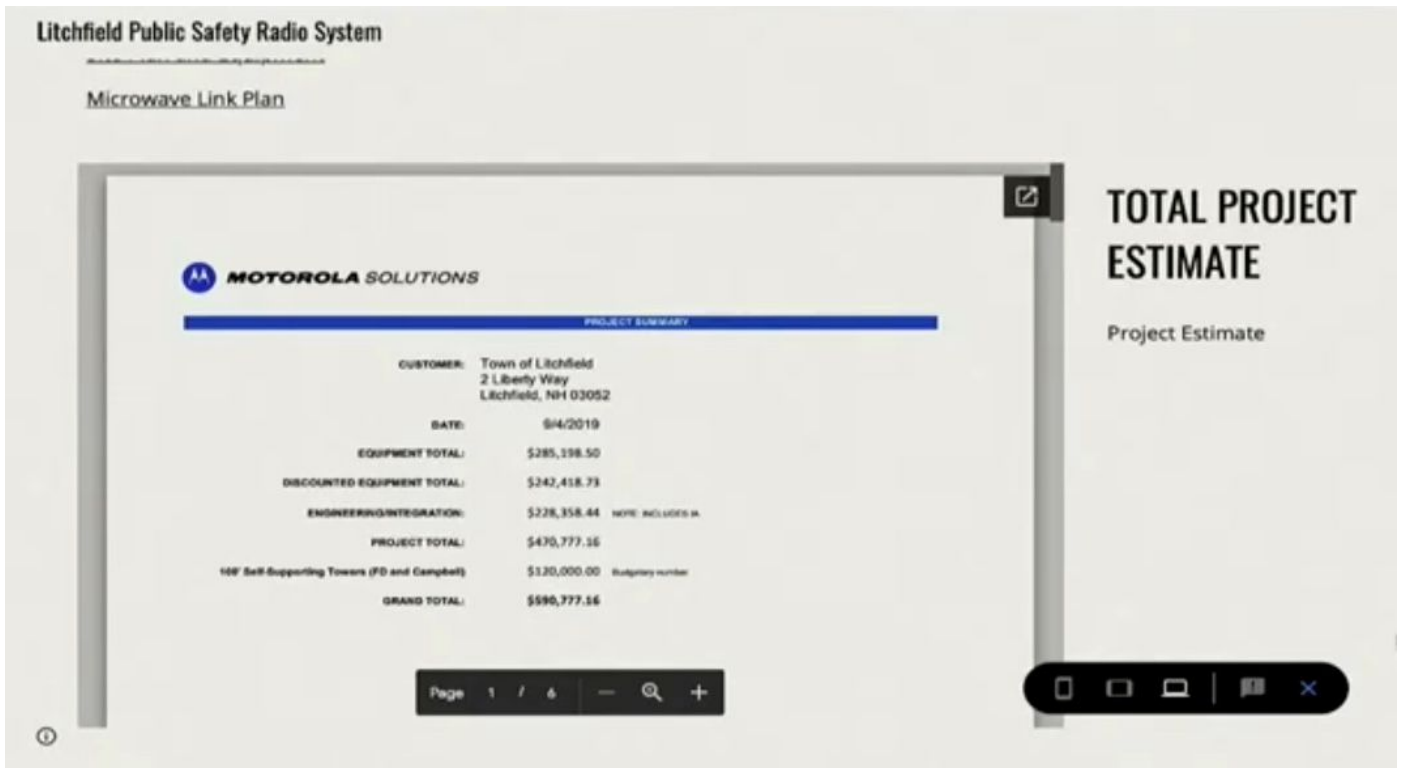
vii. The increase with the Information Technology Budget is \$64,233

viii. **Town Communication System:**

1. The two primary public safety systems are with the fire department and police department. The average age, for both systems, is over 20 years old.
2. The town has been informed parts for the major components are no longer manufactured.
3. The fire department's transmitter system is still in the old fire station. If the town was to move the transmitter to the new fire station, the move would cost at least \$100,000 on average.
4. The plan is to:
 - a. To have one communication system instead of having multiple communication systems.
 - i. This would allow the town to have multiple channels
 - ii. Reduce the monthly costs from the UHF and the consolidated analog lines.
 - iii. The sites are located at:
 1. Colonial Drive - Primary Site
 2. Morgan Road - Receiver Site
 3. Campbell School - Receiver Site
 4. Fire Headquarters - Receiver Site
 5. Police Department - Dispatch Center
 6. Fire Department - Dispatch Center
 - iv. This plan would include two 100' self-supporting towers located at:
 1. The new fire station

2. Campbell High School – unsure at this time if a tower may be placed at the high school
 - v. The quote for this project is an estimated \$590,000. (image 2)
 1. The quote covers the cost of the equipment and installation.
- b. The town is coming to a critical juncture, repairing the system is becoming more expensive and the repairs are only band-aids. At some point, the town will not be able to repair the system.
- c. John Brunelle mentioned that a resident asked him why the town just does not hook up to the tower in Londonderry (Southern NH Radio System). The answer to the question was the town could hook up to the Londonderry tower. The problem is Litchfield would have to install the equipment to be able to connect to the Londonderry tower, and the cost would be similar to the current proposed plan. Litchfield would also be restricted to working within the Londonderry system guidelines.





d. **Health Agencies - 4415**

- i. The Board of Selectmen decided to table the discussion on the Health Agencies until a later meeting.
- ii. TA Troy Brown will try and put together a committee of residents to help prioritize how much each agency receives.

1. **10-397 - Big Brother and Big Sister:**
2. **20-350 - Home Health and Hospice:**
3. **20-351 - St. Joseph's Community Service (Meals on Wheels):**
4. **20-352 - Bridges (Domestic and Sexual Violence Support):**
5. **40-350 - Greater Nashua Mental Health Center:**
6. **Lamprey Healthcare:**
7. **Court Appointed Special Advocates (CASA):**
8. **Red Cross:**
9. **United Way:**
10. **Harbor Homes:**
11. **Anne-Marie House:**

Agenda Topic: Public Input - started at 6:53 pm

Presenter: Selectman S. Webber

1. **Richard Charboneau - 401 Charles Bancroft Highway**

- a. Richard Charboneau is representing the Jill Charboneau Revocable Trust.
- b. Mr. Charboneau came to the meeting to file a zoning violation against Mel's Funway Park.
- c. Mr. Charboneau requested that Selectman K. Lynch, former Building Inspector, recuse himself from any discussions that would include Mel's Funway Park.
- d. Mr. Charboneau believes the issue will likely go to litigation.
- e. Last year Mel's Funway Park agreed to do certain things to receive approval for the site plan of bumper-boats and Mini-Mel's.
- f. Mel's agreed to build a paved sidewalk, and a fence to block the carnage

- g. Currently, Mel's is not abiding the Zoning Regulations.
 - i. 408.1
 - ii. 408.4
- h. Patrons of Mel's Funway Park are still parking their cars along Route 3A.
- i. Mr. Charboneau stated that Mel's promised to have someone direct the traffic.
- j. Mr. Charboneau pointed out that his business has to follow the site plan and so should Mel's.
- k. Mr. Charboneau agreed that Mel's Funway Park has stopped their patrons from parking on Colby Road, but the patrons are still parking at the little house across from the Laser-Plex.
- l. Chairman S. Webber requested that TA Troy Brown contact legal counsel and request when exactly Mel's site plan becomes binding.
- m. TA Troy Brown said he received word today that the wall was not going to be built because Mel's was not intending on using the carnage next year, or the carnage would be moved.
- n. TA Troy Brown will find out if the wall is tied to Mel's having tug boats, or if the wall was tied to the carnage.
- o. Mr. Charboneau is also concerned with the texture 111 used on the buildings.
 - i. The owner of Mel's was asked at a Planning Board meeting to describe what they wanted on the buildings. The owners told the Planning Board they wanted barn wood on the buildings.
 - ii. Mel's convinced the Building Inspector that it was okay to use texture 111.
 - iii. The Building Inspector gave Mel's a permit to use texture 111 instead of barn wood.
 - iv. Mel's then informed Mr. Charboneau that they would use barn wood but would not install a fence.
- p. The third issue was Mr. Charboneau and others seeing Route 3A being used as a parking lot.
- q. The entire Board of Selectmen agreed that Mel's Funway Park is not following the site plan.
- r. Two 30' x 50' structures received building permits even though they were never on the site plan.
 - i. Mel's was allowed to build 10 to 12 haunts and Mel's has surpassed 12 haunts.
- s. Mr. Charboneau is concerned that the town may be liable for the haunts, not including the 30' x 50' structures.
 - i. The haunts do not appear to have been signed off by a structural engineer.
- t. Selectman K. Lynch stated that he has not been the Building Inspector for almost a year and a half.
- u. Mr. Charboneau hoped that Mel's Funway Park would either be forced to build the sidewalk or receive a cease and desist order.
- v. Chairman S. Webber said the Selectmen would look into this issue immediately, and do their due diligence.

Public Input ended at 7:08 pm.

Agenda Topic: Business (continued)

Presenter: Town Admin. Troy Brown

1. First Responder Update - Justin Haley:

- e. Justin Haley - 60 Pilgrim Drive
- f. The engraved brick sale will close on October 18.
- g. The monument has been ordered.
- h. The monument walkway will be put at the end of October to the beginning of November.
- i. Justin is hoping to transfer ownership of the monument to the town on Veteran's Day, November 11.
- j. Justin has sold 52 bricks at \$75/brick.
- k. Justin has already raised \$3,000. Another \$1,500 is needed to cover the cost of the project.
- l. Selectman B. Lemire asked Justin for an order form.
- m. The town has been supportive with offering help and equipment.
- n. Justin would like to meet with the Selectmen and receive help setting up for November 11.
- o. TA Troy Brown offered to assist Justin to coordinate the dedication.

2. Boy Scout Troop - Use of Old Fire Station for Food Drive:

- a. Ms. Haley - 60 Pilgrim Drive

- b. Ms. Haley is representing the Litchfield Boy Scouts. She is the Committee Chair for Troop 11.
- c. Troop 11 has always used the old fire station as a collection point, sorting point, then bring the food over to the food pantry.
- d. The Troop is requesting to use the fire station on November 9 from 8 am until 1 pm.
- e. TA Troy Brown stated the Chief Fraitzl has offered the new fire station on November 9.
- f. The Selectmen agreed using the old fire station was a great idea.
- g. Ms. Haley also requested the use of the old fire station for storage of the Troop 11's equipment (cub scouts and boy scouts).
- h. Selectman K. Lynch added that the new fire station is now 100% occupied, and the town needs to find ways to use the old fire station.
- i. Selectman B. Lemire reminded the board of the possible liability of using the old fire station.
- j. TA Troy Brown suggested he and the Selectmen visit the old fire station, after one of their facility tours.
- k. Justin Haley passed out brick order forms to all of the Selectmen.

3. **Budget Review (continued):**

a. **Personnel Administration - 4155:**

- i. **PA Employee Short-Term Disability:**
 - 1. **Est. \$1,225/month:** An increase of \$2,880
- ii. **FSA Admin:**
 - 1. **Est. \$44/month:** No increase in the budget
- iii. **PA Social Security Taxes:**
 - 1. **Municipal Employee:** An increase of \$4,411
- iv. **PA Medicare Taxes:**
 - 1. **Municipal Employee:** An increase of \$554
- v. **PA Employee Retirement:**
 - 1. **NHRS:** An increase of \$6,630
- vi. **PA Firefighter Retirement:**
 - 1. **NHRS:** An increase of \$400
- vii. **PA Police Retirement:**
 - 1. **NHRS:** An increase of \$2,931
- viii. **Wage Expense:**
 - 1. **Non-Union Performance Reviews:** No increase in the budget
- ix. **PA Unemployment Tax:** No increase in the budget
 - 1. **Premium:**
 - 2. **Less Premium Holiday:**
 - 3. **Less Detail Reimbursement:**
- x. **PA Workers Compensation Insurance:** No increase in the budget
 - 1. **Annual Contribution:**
 - 2. **Less Estimated Premium Holiday:**
 - 3. **Less Premium Holiday:**
 - 4. **Less Detail Reimbursement:**

xi. The Personnel Administration budget is an increase of \$17,806

b. Town Insurance - 4196.90

- i. **520 - In General Liability Insurance:** No increase in the budget
- ii. **525 - In Insurance Deductible:** No increase in the budget
- iii. The Town Insurance Budget has not increased.

c. Ambulance - 4215.10

- i. **351 - Ambulance Service Charge:** No increase in the budget
 1. Payments to the Hudson Ambulance Company
- ii. **800 - AM Ambulance Bad Debt:** No increase in the budget
 1. Appropriation for unpaid ambulance bills
- iii. The Ambulance Budget has not increased.

d. Fire Hydrants - 4220.90

- i. **412 - FD Hydrants:** A decrease of \$3,976
 1. City of Manchester - 1 Hydrant (\$150/Quarter)
 2. Pennichuck Water - 249 Hydrants/ \$39,877.57 per month
- ii. The Fire Hydrant Budget is a decrease of \$3,976

e. General Government Building - 4194.10

- i. **120 - GB Wages - Custodian:** An increase of \$170
- ii. **306 - County Prison Community Service Program:** An increase of \$1,250
- iii. **410 - TH/PS/Old Fire Station - Electric:** No increase in the budget
- iv. **411 - TH/PS/Old Fire Station - Gas:** No increase in the budget
- v. **412 - TH/PS Water Charges:** No increase in the budget
- vi. **413 - Meeting House - Electricity:** No increase in the budget
- vii. **430 - Building Maintenance and Repair:** No increase in the budget
- viii. **442 - Trash Container Services (\$288/month):** An increase of \$3,456
- ix. **630 - Equipment Repair and Maintenance:** An increase of \$600
- x. **635 - Gasoline (18,500 gallons @ \$2.50):** No increase in the budget
- xi. **636 - Generator Diesel Fuel (180 gallons @ \$2.75):** A decrease of \$5
- xii. **640 - Custodial Maintenance:** No increase in the budget
- xiii. **750 - Furniture and Fixture Purchase:** No increase in the budget
- xiv. The General Government Building Budget is an increase of \$5,471

4. Talent Hall Heating System:

- i. Doug Nichol, Deputy Chief, met with an employee of Elm Grove Companies. The employee suggested calling Elm Grove Companies to find out if they could help with the Talent Hall heating system.
- ii. The company came out and inspected Talent Hall. They supplied a quote of \$41,506.20 which includes a 10-year warranty. The installation is included with the quote.
- iii. The equipment needs to be manufactured and the manufacturing takes about four to six weeks.
- iv. The contractor will need one-week to prep Talent Hall.
- v. Depending on the weather, the temporary heating system may be installed.
- vi. Talent Hall does not have a three-phase power, which limits the equipment to only heating Talent Hall.

- vii. The contractor will install the same type of heating unit that caught on fire.

Discussion: Before the vote, Selectman K. Lynch questioned why the replacement of the heating system took so long. The Selectmen discussed how companies were not calling back, and how TA Troy Brown contacted several companies. TA Troy Brown reminded the Selectmen that finding a contractor for Talent Hall was not in his job description. The Selectmen agreed and thanked TA Troy Brown for his work.

Motion (Selectman Schaefer / Selectman Lemire) I move to approve the contract with Elm Grove Companies to replace the Talent Hall heating system in the amount of \$41,506.20, in accordance with Section 7 emergency procurements of the town's purchasing policy, and said funds to come from the Building Systems Trust Fund established for this purpose.

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

5. **Lions Club - Use of Municipal Complex for Trunk or Treat:**

- a. The Litchfield Lions Club annually has a Trick or Treat Tailgate at the Municipal Complex.
- b. The Municipal Complex has more parking this year and will allow for a larger event.
- c. The Lions Club has requested to use the Municipal Complex parking lot on Halloween from 5 pm until 8:30 pm.

Discussion: None

Motion (Selectman Lemire / Selectman Leary) I move to authorize the Litchfield Lions Club to organize and promote the 2019 Lions Club tailgate Trick or Treat event at the Municipal Complex parking lot on Thursday, October 31, from 5 pm until 8:30 pm.

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

6. **Municipal Complex Parking Lot - Snow Plow Contract:**

- a. Dalton Farm currently has the contract to plow all the school parking lots.
- b. Dalton Farm came out and looked at the police station, fire station, and Town Hall parking lot.
- c. Dalton Farm provided a quote of \$19,000 per year. The payments would be made monthly.
 - i. The monthly payment will be \$3,166.
- d. The quote from Dalton Farm did not include shoveling the walkways at the Municipal Complex.
 - i. The minimum one receives to shovel the sidewalks is \$8,500.
- e. The Road Agent / Highway Manager Kevin Brown advised that the wear and tear on municipal vehicles made the quote reasonable.
- f. The contract is a one-year contract. This will allow the town, next year, to decide if the contract was valuable to town.
- g. If the service is valuable to the town, the Selectmen may put out an RFP next year. The RFP would include the plowing of the complex sidewalks.
- h. The payments for this contract will come out of the Highway Budget.

Discussion: None

Motion (Selectman Schaefer / Selectman Lemire) I motion to authorize the Town Administrator to approve the Municipal Complex parking lot contract with Dalton Farm in the amount of \$19,000 in accordance with the town's purchasing policy, section 6-e purchases that can be procured through governmental agreements.

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

7. **Municipal Complex Sign - Albuquerque Ave:**

- a. Residents are having a difficult time finding the entrance to the new fire station.
- b. The town would like to find a way to upgrade the sign, located on Albuquerque Ave. The sign, when upgraded, would show the location of the town hall, the police station, and the fire station.
- c. The Selectmen suggested upgrading the signage on Albuquerque Ave to:
 - i. Decrease the size of the lettering for the police station.

- ii. Add the lettering for the fire station to the same line as the police station.
- d. The fire department is working with a contractor to create smaller directional signs. These signs will help once one enters Liberty Way
- .
- e. Selectmen Brent Lemire suggested the TA Troy Brown contact the New Hampshire prison. Selectmen B. Lemire used the prison to help create previously.

8. Litchfield Landing CDBG Application:

- a. CDBG is an acronym for Community Development Block Grant
- b. Joia Hughes is an employee of Compass Management Company. Compass Management Company specializes in writing grant applications.
- c. Only cities and towns are eligible to apply for CDBG funding.
- d. Litchfield Landing, which is a manufactured home park on Route 102, is eligible for the funding. The town would have to be the applicant.
- e. Joia Hughes has been working with the Litchfield Landing residents.
- f. The problem Litchfield Landing has is they have a private water system.
 - i. The water system is very old and they are losing 300 gallons of water a day.
- g. The residents of Litchfield Landing need to do the following:
 - i. Apply for the grant. If they receive funding, they need to hire an engineering company to do an assessment and come up with a plan to fix the problem.
 - ii. Then the residents would need to apply for the construction money.
- h. Joia Hughes has asked that the town be the lead applicant. She will handle all the administration work.
- i. As the lead applicant, funds would come to the town, and the town would be responsible to pay for the work from the funds.
- j. The town will need to have two public meetings:
 - i. The first meeting is to receive permission to act as the lead applicant.
 - ii. The second meeting is to accept the funds granted.
- k. 2019 only has \$12,000 left in funding. The belief is that 2020 will have more money available.
- l. If Litchfield Landing applies for funding in 2019, the first public meeting would occur in October.

Discussion: None

Motion (Selectman Lemire / Selectman Lynch) I motion to authorize the Town Administrator to work with the residents of Litchfield Landing and their consultants to prepare and submit a town of Litchfield Community Development Block Grant applications on behalf of the residents for engineering services.

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

Agenda Topic: Other Business

Presenter: Town Admin. Troy Brown

- 1. None

Agenda Topic: Administrator Report

Presenter: Town Admin. Troy Brown

- 1. **Stormwater Report:**
 - a. The annual stormwater report is due at the end of this month. TA Troy Brown will spend this week working on the MS-4 report.
- 2. **Environmental Protection Agency (EPA):**

- a. The EPA invited TA Troy Brown along with the Regional Planning Commission to a live webinar on September 24, 2019, at 1 pm.
- b. The discussion will be about how the town did the mapping in cooperation with RPC.

3. **Robert Martineau:**

- a. Selectman K. Lynch informed TA Troy Brown that Mr. Martineau has requested only a copy of Lou Caron's report. Selectman K. Lynch informed Mr. Martineau that he could pick up a copy of the report at the Town Administrator's office.

4. **Meetings:**

- a. September 30, 2019 @ 6:30 pm - Facility Tour
- b. October 7, 2019 @ 6:30 pm - If there are enough topics on the agenda
- c. October 14, 2019 - No meeting (Columbus Day)
- d. October 28, 2019 @6:30 pm

Agenda topic: Selectman Reports

Presenter: Selectman S. Webber

Selectman S. Webber - Conservation Commission:

1. Selectman S. Webber stated the Conservation Commission will meet next week.

Selectman K. Schaefer - Rec Commission:

1. The Rec Commission met on September 10 and will meet again on September 24.

Selectman Robert Leary, Jr. - Budget Committee:

1. The Budget Committee will meet Thursday night. Linda Peeples, who coordinates the food pantry, is requesting donations of condiments to toiletries. Each Selectman will donate \$25 each towards the food pantry.

Selectman Brent T. Lemire - Heritage Committee:

1. Nothing to report

Selectman Kevin A. Lynch - Planning Board:

1. Selectman K. Lynch did not attend the last Planning Board meeting because of health reasons. Selectman K. Lynch stated he heard the Planning Board meeting went well.

Agenda Topic: Adjourn the Public Portion of Meeting

Presenter: Selectman S. Webber

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

(Selectman Leary / Selectman Schaefer) motioned to enter non-public session per RSA cited below:

1. 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:

- a. Selectman R. Leary - yes
- b. Selectman B. Lemire - yes
- c. Selectman K. Lynch - yes
- d. Selectman K. Schaefer - yes
- e. Selectman S. Webber - yes

(5-0-0) Motion passed

Entered Non-Public Session:

8:16 pm

Reconvene Public Session:

9:13pm

Motion Made To Adjourn:

Discussion: None

Motion: Selectman Lemire motioned and seconded by Selectman Lynch to adjourn the meeting.

Vote: (5-0-0)

The meeting adjourned at 9:13pm.

Approved by the Board of Selectmen:

Steven J. Webber, Chairman

Kurt D. Schaefer, Vice Chairman

F. Robert Leary, Sr.

Brent T. Lemire

Kevin A. Lynch