

Town of Litchfield, New Hampshire

Board of Selectmen

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Meeting Date: 06/08/20

Call to Order: 6:37 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

In Attendance:

Troy Brown, Town Administrator

Ben Sargent, Chief of Police

Thersa Briand, Town Clerk, and Tax Collector

Selectmen in attendance:

1. Steven J. Webber, Chairman

2. F. Robert Leary, Sr., Vice Chairman

3. Richard W. Lascelles

4. Kevin A. Lynch

5. John E. Pinciario

No Selectmen were absent:

Memo:

John Brunelle hosted the virtual meeting by using Webex

Agenda Topic: Call to Order

Presenter:

Chairman S. Webber

1. 5:30 pm - Paperwork Review
2. 6:30 pm - Call to Order, followed by the Pledge of Allegiance

Agenda Topic: Review and Approval of Consent Items

Presenter:

Chairman S. Webber

1. May 11, 2020 Meeting Minutes
2. A/P Manifest: 6/2/2020 - \$137,856.81 & 6/9/2020 - \$266,458.50
3. P/R Manifest: 6/4/2020 - \$64,488.47 & 6/11/2020 - \$64,459.04
4. July 2020 Tax Warrant
5. Tax Collector Reconciliation - April
6. Tax Clerk Reconciliation - April
7. Police Cruiser - Purchase Order \$35,978
8. Police Cruiser Equipment - Purchase Order \$13,499.98

Discussion: None

Motion: (Selectman Richard Lascelles / Selectman Robert Leary) Motion to accept the Review and Approval of Consent Items.

Roll Call Vote:

1. Selectman J. Lascelles - yes
2. Selectman R. Leary - yes
3. Selectman K. Lynch - yes
4. Selectman J. Pinciario - yes
5. Selectman S. Webber - yes

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

Agenda Topic: Items Moved from Consent

Presenter: Chairman S. Webber

1. None

Agenda Topic: Items Added to Consent

Presenter: Chairman S. Webber

1. None

Agenda Topic: Business

Presenter: Chairman S. Webber

1. **Deed Waivers - Theresa Briand, Town Clerk & Tax Collector:**

- a. Town Clerk/Tax Collector Theresa Briand stated that she emailed the board members a packet of information that included the Deed Waivers. The Selectmen all agreed that they did not receive the email. Theresa Briand commented that the property owner passed away without a will. Two pieces of property that were owned by the deceased are in probate. The attorney and the family have taken this to probate court to try and get the property situated. The amount owed on one of the properties is \$1,209, and the amount owed on the second property is \$150.
- b. Tax Collector Terri Briand commented that it would be cheaper and easier for the Board of Selectmen to sign the waiver. The town will have an easier time attempting to get the money owed, later down the road, once the estate is settled. Someone is currently renting one of the trailers, and the town would have to start an eviction process.
- c. Tax Collector Terri Briand stated that the Board of Selectmen would need to vote, and have at least three members sign the Deed Waiver.

Discussion: None

Motion: (Selectman K. Lynch / Selectman R. Leary) I make a motion.

Roll Call Vote:

1. Selectman J. Lascelles - yes
2. Selectman R. Leary - yes
3. Selectman K. Lynch - yes
4. Selectman J. Pinciario - yes
5. Selectman S. Webber - yes

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

2. **Reopening Plan:**

- a. T.A. T. Brown provided information on the plan to reopen Town Hall. This plan included the Town Clerk, Tax Collector, Building Department, Administration, and Welfare.
- b. One of the items that were added to the Town Hall was a dropbox. Residents can now come to Town Hall and leave things in the dropbox. IT Director, John Brunelle worked with various contractors to add an automated door opening system. The automatic door system will allow the employees to remain behind the protective windows and locked doors. If a resident comes to the door, that resident may press a button and speak to that department. Once the town employee has confirmed that the resident has an appointment, the resident will be allowed into the building.
- c. The reopening of Town Hall will happen on Monday, June 15. The Town Hall employees will still make appointments with residents, but the residents will be allowed into the building. To enter the building, one will need to have a mask. If one does not have a mask, one will be provided. When entering the building, the resident will need to sanitize their hands.

- d. One resident will be allowed in the lobby area at a time. After a time, the town may decide to let two residents in the lobby area at a time.
- e. The lobby area will only be opened up for administrative purposes. The police department window within Town Hall will remain closed. The police will meet the person in the parking lot. If the person has a reason to enter the Police Station, that person will be brought in through a secure entrance.
- f. The employees have been informed of these new rules and the policies regarding an employee's health. If the employees have any flu-like symptoms, the employee is to stay home and call their manager. Each day, the employees will take a health quiz. The questions will help rule out any flu-like symptoms. If the employee answers 'yes' to any of the questions, the employee is to stay home and call their manager.
- g. If an employee can maintain a six-foot distance from other employees, they do not have to wear a mask. The employees are required to wear a mask in all 'common areas.' Tax Collector Theresa Briand has one employee work the morning shift, and another employee works the afternoon shift. She has also expanded the hours of the Town Clerk's Office. Mondays and Thursdays the Town Clerk's Office will open at 8 am and close at 6 pm.
- h. The employees are required to wash their hands and sanitize their work equipment and areas. Employees are not permitted to invite guests, family, or friends to their workplace.
- i. Residents who come in to review files will be required to wear gloves. After the resident has finished reviewing the files, the resident will be asked to hand the files back and dispose of the gloves in the trash.
- j. If a resident shows up to the front door and does not have an appointment, the employees will do their best to accommodate the resident. Each case will be taken on a case by case basis.
- k. T.A. Troy Brown asked the residents of Litchfield to use checks or credit cards when making a payment. For sanitary purposes, the town would prefer not to have to handle cash.
- l. Town Hall will only accommodate the residents of Litchfield with the processing of marriage licenses.
- m. The meeting rooms now have signs designating the maximum capacity of how many people are allowed in a room.
- n. The public restrooms located in the lobby of Town Hall have been closed.
- o. T.A. Troy Brown commented that he wants to make sure that all the HVAC filters have been changed. If possible, he would like to see the ventilation system cleaned and make adjustments to increase the fresh airflow.
- p. At this time, T.A. Troy Brown does not recommend the Board of Selectmen changing the current virtual meetings. If Governor Sununu sends out new guidance, the Board of Selectmen may be more comfortable having public meetings.
- q. Selectman Richard Lascelles asked if the federal government would refund the money spent installing the equipment. T.A. Troy Brown confirmed that it was his understanding that the town is eligible for reimbursement from the CARES Act.
- r. Selectman Richard Lascelles was concerned that some people who have health issues are prohibited from wearing a mask. T.A. Troy Brown agreed and mentioned that he could add to the plan that wearing a shield was an alternative.
- s. Chair Steven Webber asked if a Selectman would make a motion to accept the plan as presented with the amendment of wearing shields in place of masks.

Discussion: None

Motion: (Selectman Kevin Lynch / Selectman Richard Lascelles) I make a motion to allow shields.

Roll Call Vote:

1. Selectman J. Lascelles - yes
2. Selectman R. Leary - yes
3. Selectman K. Lynch - yes
4. Selectman J. Pinciario - yes
5. Selectman S. Webber - yes

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

1. **Wayne Caulfield - 454 Charles Bancroft Hwy -**

Wayne Caulfield is representing Mel’s Funway Park. Mr. Caulfield is one of the owners of Mel’s Funway Park. He virtually attended the meeting to address a situation. Mr. Caulfield stated that he was informed two weeks ago that Mel’s would reopen. He mentioned to the board that once COVID-19 hit, the restaurant owner did not want to renew his lease.

Mr. Caulfield commented that Mel’s already has a license to cook and serve food in the corporate area. The vendor also has a permit that is valid until October 2020. The vendor has offered to come in and cook for the customers. Under normal circumstances, the request would go in front of the Planning Board, but this is not a reasonable time. Mr. Caulfield asked the Selectmen to make an accommodation and allow the vendor to cook food for 90 days. The Acting Zoning Enforcement Officer, Troy Brown, denied Mel’s Funway Park request.

T.A. Troy Brown stated that he received a complaint about a possible violation at Mel’s. The claim was about the temporary food cart being a violation of the site plan. T.A. Troy Brown later contacted the owner of the food cart, and the owner informed T.A. Troy Brown that one of the carts they would use is also used during Spooky World. The cart is a high-grade stainless steel cooking quality cart. Legal counsel informed T.A. Troy Brown, acting Zoning Enforcement Office, to enforce the zoning ordinance. He added Spooky World had not met the site plan conditions. Because Spooky World does not meet the site plan conditions, he was unable to grant the request.

Mr. Caulfield stated the food cart is temporary; the cart could be removed after 90 days. The food cart would only be used during the hours that Mel’s is open. Currently, Mel’s Funway Park is only open Friday, Saturday, and Sunday. He added that 100% of the corporate events had been canceled for this year. The food cart would not be competing for space with any corporate events.

Chair Steven Webber mentioned that he would like to see, in writing, an outline of what Mel’s Funway Park would do, the hours of operation, a more substantial document, and an end date for the waiver. Mr. Caulfield said that he would be able to provide the requested information. Selectman Robert Leary suggested that Mr. Caulfield call T.A. Troy Brown and find out what information he needs to provide.

Discussion: T.A. Troy Brown mentioned that the Board of Selectmen should make a motion to grant a waiver for Mel’s Funway Park to operate a temporary food cart as discussed this evening and formalized between Mel’s Funway Park and the Code Enforcement Officer.

Motion: (Selectman John Pinciario / Selectman Kevin Lynch) So moved.

Roll Call Vote:

- 1. Selectman J. Lascelles - yes
- 2. Selectman R. Leary - yes
- 3. Selectman K. Lynch - yes
- 4. Selectman J. Pinciario - yes
- 5. Selectman S. Webber - yes

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

2. **Nikki Fordey- 85 Page Road -**

Nikki Fordey stated that she is the representative of Litchfield as the public open representative on the commission for the environmental and public health impact of PFAS and PFOA. The commission is supposed to meet monthly but has not been able to meet. Nikki Fordey wanted the Board of Selectmen to know that there have been people in Litchfield who have been impacted. She believes there is a bill, HB1264, that is headed to the Senate. This bill combines all PFAS related bills and consolidates them into one bill.

Selectman Robert Leary suggested that anyone who has questions about where the town is regarding PFAS and PFOA, should contact T.A. Troy Brown. Chair Steven Webber requested that T.A. Troy Brown reach out to legal counsel and try to arrange a meeting.

Public Input Closed at 7:47 pm.

Agenda Topic: Business (Continued)

Presenter: Chairman S. Webber

1. **John Brunelle - Radio Tower Project:**

- a. John Brunelle updated the Board of Selectmen about the Radio Tower Project.
- b. After receiving approval from the Board of Selectmen on April 27, 2020, T.A. Troy Brown and John Brunelle worked with a financing company to secure the required funding. The funding was secured, contracts were signed on May 27, 2020, and the equipment was purchased.
- c. Site work was started at four locations:
 - i. Morgan, tower, and placement assessments completed.
 - ii. Old Town Hall and Darrah Pond, GEO tests were completed and approved construction.
 - iii. Colonial Tank
 1. At the project concept, Pennichuck was very supportive and provided approvals to leverage the tank and connect to its emergency generator. This was all done before the budget being created and presented to the community.
 2. After the approval, and acquiring the correct insurances to contact a site walk and examine the mounting options. It was determined the tank did not include the required structure supports to allow the equipment to be mounted at the top of the tank, as initially planned.
 3. It was also determined that the site did not have an emergency generator capability initially believed to be available.
 4. Some adjustments were made to the project scope. John Brunelle mentioned that a 100-foot tower would be built at the site. The tower will be located outside the fence and to the west.
 5. With Pennichuck's approval, the equipment will be placed within the fenced area.
 6. Emergency power is not an option. A small LP/Propane Generator with a 500 g storage tank has been added to the plan.
 7. The next step is to confirm the final location and access to the site for construction.
- d. The construction should start by the end of June.

2. **John Brunelle - Portable Radio Purchase:**

- a. John Brunelle commented that he has been trying to combine resources to get the project completed. As an example, both the Fire Department and the Police Department have it in their appropriation funding to continue their portable life cycle replacement.
- b. John Brunelle requested that the Board of Selectmen allow him to expend the funds.
- c. The purchase of the portable radio equipment would allow the Police Department and Fire Department to update their equipment. By combining appropriations, the purchase price is around \$52,544.
- d. Chair Steven Webber asked John Brunelle if he was asking the Selectmen to waive the Purchasing Policy Bid Waiver because the equipment is proprietary. John Brunelle confirmed that was why he was requesting the waiver.
- e. T.A. Troy Brown commented that he prepared a motion for the Selectmen to use. The motion covered the Purchasing Policy and because this purchase is from a sole source. Purchasing from a sole source is covered under Section Six of the Purchasing Policy and allows Selectmen to waive competitive bidding.
- f. Chair Steven Webber stated, "The Chairman does not usually make a motion, but since I have it written, it will be for the auditors."

Discussion: None

Motion: (Chair Steven Webber / Selectman Robert Leary) I move to authorize the expenditure for the Police and Fire radio equipment as discussed in accordance with the town's Purchasing Policy Section Six.

Roll Call Vote:

1. Selectman J. Lascelles - yes
2. Selectman R. Leary - yes
3. Selectman K. Lynch - yes
4. Selectman J. Pinciario - yes
5. Selectman S. Webber - yes

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

3. **Investment Plan:**

First Reading:

T.A. Troy Brown commented that once a year, the Board of Selectmen review the Investment Policy. The Investment Policy is required by state law. The purpose of the policy is to preserve the principal and to make sure that cash is available. The town does not want a long-term investment tying the cash up, which would force the town into borrowing money. Litchfield's General Fund / Checking Account is only receiving .25%. This amount is a significant drop from what the town was earning a year ago.

The Investment Policy is a document that is required when it goes out for bonding. The policy also addresses the cash flow. The most significant cash flow is the monthly payments to the School District. Another essential part of the policy is the Treasurer's delegation of authority. The Town Treasurer delegates authority to deposit town funds. The Town Clerk, Deputy-Clerk, and Clerk have been designated by the Town Treasurer to make deposits on behalf of the Treasurer. The policy has been in place for years, and there are no recommended changes needed.

The Selectmen will review the policy and address the policy at the next meeting.

4. **Earned Time Policy Caps Suspension:**

A union employee, then the union president, mentioned their concern with the cap on the Earned Time Policy. The town and the union recently negotiated a new collective bargaining agreement. The town's essential employees have been unable to use their vacation time, and others have tried, but their vacations were canceled. T.A. Troy Brown requested the Board of Selectmen to suspend the cap on Earned Time until December 31, 2020. The suspension would allow the town to work with the employees, union, non-union and contracted and create a plan. The plan would enable the employees to work their way back into compliance.

Selectman Kevin Lynch mentioned that he had reservations about approving the suspension of Earned Time.

Selectman Kevin Lynch believed December 31 was too far away, and September 30 was more reasonable. T.A. Troy Brown commented that the town is coming to that time when employees might request to sell back their Earned Time.

Discussion: None

Motion: (Chair Steven Webber / Selectman Kevin Lynch) I move to suspend the maximum earned time accrual limit until September 30, 2020, for all union, non-union employees.

Roll Call Vote:

1. Selectman J. Lascelles - yes
2. Selectman R. Leary - yes
3. Selectman K. Lynch - yes
4. Selectman J. Pinciario - yes
5. Selectman S. Webber - yes

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

5. **HVAC System:**

T. A. Troy Brown commented that the Board of Selectmen had a meeting with Affiliated Services. Affiliated Services provided a quote for the change order not to exceed \$5,000. The work by Affiliated Services would increase the air duct return. The contractor did some testing and put some holes in the system and increased the airflow to see how it worked. The test showed that the town needed to upgrade the air ducts.

Selectman Kevin Lynch mentioned that the area tested was on the Police Station side of the building. There was not enough return air going through the system. The contractor checked the balance of the HVAC systems. The Town Hall side is in good condition, but the Police Station side needs to increase the airflow.

Discussion: Chair Steven Webber requested that a Selectman make a motion to allocate \$5,000 from the Building Systems Expendable Trust Fund to have this work executed

Motion: (Chair Kevin Lynch / Selectman Richard Lascelles) I make a motion

Roll Call Vote:

1. Selectman J. Lascelles - yes
2. Selectman R. Leary - yes
3. Selectman K. Lynch - yes
4. Selectman J. Pinciario - yes
5. Selectman S. Webber - yes

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

6. **Town Flag Update:**

T.A. Troy Brown mentioned that the Board of Selectmen had previously discussed allowing other groups to use the town flag as their logo. T.A. Troy Brown asked legal counsel about the ability for other groups to use the town flag and was told that since the town did not have a written agreement with Matt Lepore the copyright remains with Mr. Lepore.

Legal counsel advised that the town reach out to Mr. Lepore, and request he sign an agreement that would grant 100% control of the flag to the Board of Selectmen. Before the town can allow other groups to use the flag, the Board of Selectmen needs 100% control of the flag.

Chair Steven Webber requested T.A. Troy Brown to contact Mr. Lepore and arrange a meeting about coming to an agreement with the flag.

7. **Next Meeting(s):**

- a. June 22, 2020 @ 6:30 pm
- b. July 13, 2020 @ 6:30 pm
- c. July 27, 2020 @ 6:30 pm

Agenda topic: Administrator's Report

Presenter: Chairman S. Webber

1. T.A. Troy Brown commented that the town submitted its first round of funding reimbursements for the COVID-19 Emergency Disaster. The reimbursement was for the months of March and April. The town provided just over \$20,000 between the Federal Emergency Management Agency (FEMA) and the Governor's Office for Emergency Relief and Recovery (GOFERR) reimbursement. The belief is that the request for reimbursements for the months of May and June will be more significant.
2. T.A. Troy Brown mentioned that earlier in the meeting, he discussed how the town had made some modifications to Town Hall. The modifications include adding automated doors, a security camera that monitored the doors, and the dropbox. T.A. Troy Brown believes that these additions will be 100% funded by the Federal Emergency Management

Agency (FEMA) or the Governor's Office for Emergency Relief and Recovery (GOFERR) reimbursement. These additions are made with the understanding that the town will be reimbursed.

3. The union has agreed to arbitration. The grievance arbitration has been going on for the last several months. Both sides agreed to an arbitrator, and the mediation is scheduled for December 2020.
4. T.A. Troy Brown commented that there had been many emails going around between the Zoning Board and Board of Selectmen about a shed that was built at 22 Campbell Drive. The Board of Selectmen just received notification that they are considered an abutter. The Zoning Board of Adjustments will be meeting on Wednesday, June 10, at 7 pm. Any individual of the town may attend the hearing and participate. A Selectman may attend the meeting as a resident, but not as a Selectman. Chair Steve Webber believed the Selectmen should leave the hearing to the members of the ZBA.
5. T.A. Troy Brown mentioned that he had heard complaints from residents about the Pennichuck water. He added that flushing the hydrants had occurred, but the residents are still noticing poor water quality. Chair Steve Webber asked T.A. Troy Brown to invite Pennichuck water to the next Selectmen's meeting.
6. Chair Steven Webber suggested creating an action-committee or a sub-committee. The committee would layout a map of the town then reach out to residents by social media or phone. The residents, who are having water issues, would then come back and place their address on the map.

Agenda topic: Selectmen Reports

Presenter: Chairman S. Webber

Selectman Steve J. Webber - Rec Commission:

1. The Rec Commission will meet tomorrow night, June 9, at 7:30 pm. The last meeting the Rec Commission discussed approving a resident to run a boot camp at Darrah Field. The resident was granted usage of the field as long as she follows state health guidelines.

Selectman Robert Leary Jr. - Budget Committee:

1. The Budget Committee does not meet until June 24 or 25. The Budget Committee will discuss what is happening with the Unexpended Funds.

Selectman Kevin A. Lynch - Planning Board:

1. Nothing to Report

Selectman John E. Pinciario - Conservation Commission:

1. The Conservation Commission met in the parking lot.
2. Officers:
 - a. Joan McKibben - Chair
 - b. Tom Levesque - Vice-Chair
 - c. Diane Plansky - Secretary
3. Matt Lepore has been working on the trails in the State Forest.

Selectman Richard W. Lascelles - Heritage Commission:

1. Selectmen Richard Lascelles commented that he wished to speak about an issue that had nothing to do with the Heritage Commission. He wanted to talk about what is occurring with the town of Litchfield and the Police Department. He said there had been several issues of FTP graffiti concerning the police. He added that there is a national movement to defund the police. According to Selectman Richard Lascelles there were some negative comments about the town on Facebook. He also wished to talk about a college student. The student is someone whom Selectman Richard Lascelles knows from his time teaching at Campbell High School. While at Campbell High School, the individual was bullied and subjected to negative racial comments. Selectman Richard Lascelles stated that he called Police Chief Ben Sargent. Selectman Richard Lascelles would like to have a meeting with Police Chief Ben Sargent and open a dialogue with members of the minority community

within the Litchfield. He would like to see if there is anything at all that the Selectmen could do differently to make the minority community, within Litchfield, a little bit less cynical towards the Litchfield Police Department. Selectman Richard Lascelles added that there is a percentage of police officers who let the power go to their heads. If a police officer goes astray, then the issue may stay hidden for quite a long time. He ended by asking the other Selectmen how they feel about his ideas.

- a. Selectman John Pinciario would like the Chief of Police to look at the Litchfield Police Departments apprehension policy, and what is the procedure the police officers follow when apprehending someone.
- b. No other Selectmen responded to his request.

Selectman Richard Lascelles informed the other Selectmen that when he was younger, he worked on a submarine. To work in a submarine, one has to be carefully screened. One of the questions that Selectman Richard Lascelles remembers being asked was 'Have you ever been sexually attracted to your mother?'. He added 'At the time, I had no idea what the answer was, but they know how to design the tests to pick out who's going to do what in stressful situations.'

Agenda Topic: Added Business

Presenter: Chairman S. Webber

1. Chair Steven Webber mentioned that Police Chief Ben Sargent had been on the phone the entire meeting. Chair Steven Webber invited Police Chief Ben Sargent to make some comments. Chief Ben Sargent thanked the Town Administrator and the Selectmen for allowing him to speak.
2. Chief Ben Sargent mentioned on the record that he did call Selectman Richard Lascelles back, and the Selectman was not available to speak.
3. The Litchfield Police Department is committed to its mission statement. They are prepared, professional, and embrace community policing. Chief Ben Sargent commented that if the Board of Selectmen believed a citizen review board was needed, he would welcome it. He said that as a Captain and a young Chief, he has been open, honest, and transparent with the Selectmen.
4. The Police Chief mentioned that a few Litchfield police officers drove to Buffalo, NY to bring back someone who had fled Litchfield. On the drive back, the police officers and the individual bonded. Once back in Litchfield, the individual's parents asked how he was treated, and he said that the police officers treated him like a human.
5. The Police Chief added that he is happy to sit down and speak with any member of the community. The Police Chief believes in Team Litchfield. Team Litchfield includes the Police Department, the Fire Department, public officials, librarians, school teachers, and the school administration.
6. Police Chief Ben Sargent said that he was hurt and upset. Something terrible happened, elsewhere, and Litchfield is being called onto the carpet.
7. Chair Steven Webber thanked the Police Chief for speaking. He added that he has the utmost respect, confidence, and support for the Litchfield Police Department.

Agenda Topic: Adjourn the Public Portion of Meeting

Presenter: Chairman S. Webber

1. **Motion To Enter Non-Public Session (Roll Call Vote):** (Selectman Robert Leary / Selectman Kevin Lynch)
Motioned to enter non-public session per RSA's cited below:
 - a. RSA 91-A:3, II(a) - Hiring of an Employee
 - b. RSA 91-A:3, II(a) - Compensation of an Employee
 - c. RSA 91-A:3, II(a) - Compensation of an Employee

Roll Call Vote:

1. Selectman J. Lascelles - yes
2. Selectman R. Leary - yes
3. Selectman K. Lynch - yes
4. Selectman J. Pinciario - yes
5. Selectman S. Webber - yes

Vote: (5-0-0)

2. **Entered Non-Public Session:**

9:13 PM

3. **Reconvene Public Session:**

10:01pm

4. **Motion Made To Adjourn:**

Discussion: None

Motion: (Selectman Lynch / Selectman Pinciario) moved to adjourn the meeting at 10:01pm.

Roll Call:

1. Selectman J. Lascelles - yes
2. Selectman R. Leary - yes
3. Selectman K. Lynch - yes
4. Selectman J. Pinciario - yes
5. Selectman S. Webber - yes

Vote: (5-0-0)

The meeting adjourned at 10:01 pm.

Approved by the Board of Selectmen:

Steven J. Webber, Chairman

F. Robert Leary, Sr., Vice Chairman

Richard W. Lascelles

Kevin A. Lynch

John E. Pinciaro