

Town of Litchfield, New Hampshire

Board of Selectmen

TEL – (603) 424-4046 EMAIL – townhall@litchfieldnh.gov FAX – (603) 424-3014

Meeting Date: 02/24/20 | Call to Order: 6:32 pm | Meeting Location: Town Hall

Meeting Called By: Board of Selectmen Selectmen in attendance: Type of Meeting: Selectmen's Meeting 1.
Kurt D. Schaefer, Vice Chairmen Facilitator: Steven J. Webber 2. F. Robert Leary, Sr.

3.

Brent T. Lemire Note Taker: Matthew Sullivan

In Attendance: Troy Brown, Town Administrator Two Selectmen were absent: Memo: NH School
Vacation Week 1. Steven J. Webber, Chairmen

2. Kevin A.
Lynch

Agenda Topic: Call to Order | Presenter: Selectman K. Schaefer

1. 5:30 pm- Paperwork Review 2.
- 6:32 pm - Call to Order 3. 6:32 pm
- Pledge of Allegiance

Agenda Topic: Review and Approval of Consent Items | Presenter: Selectman K. Schaefer

1. Board of Selectmen Meeting Minutes from February 10, 2020 2. Town Clerk's Reconciliation - January 3.
- Veteran's Credits (3) 4. Accounts Payable Manifest from February 18, 2020, of \$102,736.83, and February
- 25, 2020, of \$172,370.52. 5. Payroll Manifest from February 20, 2020, of \$62,637.62, and February 27,
- 2020, of \$56,694.36.

Discussion: None **Motion** (Selectman B. Lemire / Selectman R. Leary) I motion to accept the Review and
Approval of Consent Items. **Vote:** (3-0-0) The motion carried.

Agenda Topic: Items Moved from Consent | Presenter: Selectman K. Schaefer

1. None

Agenda Topic: Items Added to Consent | **Presenter:** Selectman K. Schaefer

1. None

Agenda Topic: Business | **Presenter:** Selectman K. Schaefer

1. Michael Clater - Full-Time Police Officer Appointment:

a. TA Troy Brown asked Captain Thomas Scotti to introduce the new full-time police officer. b. Captain Thomas Scotti introduced Officer Michael Clater. Officer M. Clater was an officer from the Kingston, NH Police Department. c. Officer M. Clater is the third certified police officer that the town of Litchfield has been able to hire. d. Officer M. Clater grew up in the town of Derry, NH. He attended Pinkerton Academy then attended NHTI.

He graduated with an Associates Degree in Criminal Justice. e. Officer M. Clater joined the Kingston, NH Police Department as a part-time police officer, shortly after

graduation. f. Later in 2018, M. Clater was made a full-time officer, and attended the winter academy. He became a

full-time certified officer in June 2019. g. Captain T. Scotti mentioned that Officer M. Clater has been described as honest, hard-working, caring, kind

and compassionate. h. Officer M. Clater stated he chose Litchfield because of the training and advancement opportunities. He also

mentioned that he heard Litchfield was a great town to work in.

Discussion: None **Motion** (Selectman B. Lemire / Selectman R. Leary) I move that we employ Michael Clater as a full-time probationary police officer. **Vote:** (3-0-0) The motion carried.

i. Captain T. Scotti swore Officer M. Clater in as a full-time probationary police officer. j. Officer M. Clater shook the hands of the Board of Selectmen, after being sworn in as a full-time probationary police officer.

2. Ronn Stephens - Planning Board Member Appointment (Term Expires

3-31-22):

a. TA Troy Brown mentioned that Ronn Stephens had been an alternate member on the Planning Board.

Recently a full-time member stepped down and the Planning Board requested the Selectmen appoint Ronn Stephens as a full-time member.

Discussion: None **Motion** (Selectman B. Lemire / Selectman R. Leary) I move to appoint Ronn Stephens as a regular member of the Planning Board with a term expiring on March 31, 2022. **Vote:** (3-0-0) The motion carried.

3. Acceptance of Unanticipated Funds for Jeff Lane -

\$4,675:

a. TA Troy Brown mentioned that the Litchfield Baseball Association requested the Board of Selectmen accept

\$4,675 in Unanticipated Funds b. The funds were raised from a Comedy Night at Talent Hall in November. c. The funds will be deposited into the revolving funds account. d. The funds will be used to complete the project at Jeff Lane.

Discussion: None **Motion** (Selectman B. Lemire / Selectman R. Leary) I move to accept the \$4,675 from the Litchfield Baseball Association. The funds are to be used for the construction of the Jeff Lane ball fields.

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

4. March 10, 2020 - BOS Election Coverage:

a. Chairman S. Webber has informed TA T. Brown that he will be available all day. b. Selectman B. Lemire volunteered to work the opening until noon. c. Selectman K. Schaefer is running for re-election and will not be able to cover the election. d. Selectman R. Leary volunteered to work the opening until noon.

Agenda Topic: Public Input - started at 6:46 pm | **Presenter:** Selectman K. Schaefer

1. None

Public Input closed at 6:46 pm.

Agenda Topic: Other Business | **Presenter:** Town Admin. Troy Brown

1. Pat Jewett Award Ceremony:

a. The ceremony will occur in Talent Hall on March 2, 2020 at 7 pm.

Agenda Topic: Administrator Report | **Presenter:** Town Admin. Troy Brown

1. Voters Guide:

a. T.A. T. Brown worked with Michelle and Dr. Jette to complete the printing and mailing of the voter guide. b. TA. T. Brown mentioned that as of right now the project is complete and will be sent off to the printers. c. This voters guide will look different then the insert voters guide from the Hudson-Litchfield News. This voters guide will be more condensed.

2. Next Meeting:

a. March 2, 2020 - Pat Jewett Award Ceremony
b. March 10, 2020 - Municipal Election
c. March 23, 2020 @ 6:30 pm

Agenda topic: Selectmen Reports | **Presenter:** Selectman K. Schaefer

Selectman S. Webber - Conservation

Commission:

1. Excused Absence

Selectman K. Schaefer - Rec

Commission:

1. Selectman K. Schaefer mentioned he did not attend the last Rec Commission meeting, but there will be a meeting tomorrow.

Selectman Robert Leary, Jr. - Budget

Committee:

1. Selectman R. Leary mentioned the Budget Committee work is done. Selectman R. Leary did sit in for Chairman S. Webber with the Veteran's Committee. The Veteran's provided a logo and the Selectmen have seen the logo. The next meeting for the Veteran's Committee is March 21st at the community center within the fire station.

Selectman Brent T. Lemire - Heritage

Committee:

1. Nothing to report

Selectman Kevin A. Lynch - Planning

Board:

1. Excused Absence

Agenda Topic: Adjourn the Public Portion of Meeting | **Presenter:** Selectman K. Schaefer

Motion Made To

Adjourn:

Discussion: The Board of Selectmen thanked Selectman B. Lemire for his hard work for the community. They also thanked Selectman B. Lemire for his leadership and guidance over the years. **Motion:** (Selectman B. Lemire/ Selectman Leary) I move to adjourn the meeting. **Vote:** (3-0-0) The motion carried.

The meeting adjourned at 6:54
pm

Approved by the Board of Selectmen:

Steven J. Webber, Chairman

Kurt D. Schaefer, Vice Chairman

Robert Leary, Sr. F.

Brent T. Lemire

Kevin A. Lynch