

# Town of Litchfield, New Hampshire

## Board of Selectmen

TEL – (603) 424-4046

EMAIL – townhall@litchfieldnh.gov

FAX – (603) 424-3014

Meeting Date: 12/14/20

Call to Order: 6:31 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 (virtual)  
Karen White, Finance Manager (virtual)  
Ben Sargent, Police Chief (virtual)  
Chris Rider, Probationary Police Officer (virtual)  
John Brunelle, IT Director (virtual)  
Seth Miller (virtual)

**Selectmen in attendance:**

1. Steven J. Webber, Chairman
2. F. Robert Leary, Sr., Vice Chairman (virtual)
3. Richard W. Lascelles
4. Kevin A. Lynch

**Selectmen absent:**

1. John E. Pinciario

**Memo:**

**Agenda Topic:** Call to Order

**Presenter:** Chairman Steven J. Webber

1. 5:30 pm – Paperwork Review
2. 6:31 pm – Call to Order, followed by the Pledge of Allegiance

**Agenda Topic:** Review and Approval of Consent Items

**Presenter:** Chairman Steven J. Webber

1. A/P Manifest: 12/08/2020 – \$51,173.55, and 12/15/20 – \$47,985.68
2. P/R Manifest: 12/10/2020 – \$103,137.65, and 12/17/20 – \$61,414.96
3. Abatements (2)
4. Health Trust Holiday Premium Acceptance – \$25,537.60
5. Town Clerk Reconciliation – November
6. Tax Collector Reconciliation – November

**Discussion:** None

**Motion:** ( Selectman K. Lynch/ Selectman R. Lascelles ) Motion to accept the Review and Approval of Consent Items.

**Vote:** ( 4-0-0 ) The motion carried

**Agenda Topic:** Items Moved from Consent

**Presenter:** Chairman Steven J. Webber

1. None

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**Agenda Topic:** Items Added to Consent

**Presenter:** Chairman Steven J. Webber

1. None

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**Agenda Topic:** Approval of Meeting Minutes

**Presenter:** Chairman Steven J. Webber

1. November 23, 2020, Meeting Minutes

**Motion:** ( Selectman R. Leary / Selectman K. Lynch ) Motion to approve the Meeting Minutes from November 23, 2020.

**Vote:** ( 4-0-0 ) The motion carried

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**Agenda Topic:** Business

**Presenter:** Chairman Steven J. Webber

**Probationary Police Officer Appointment:**  
**Christopher Rider**

Chief Sargent mentioned that the Police Department had received several certified and non-certified applicants. He commented that Mr. Rider is a resident of Nashua, is married to his wife Kristen, and has two children. Chief Sargent stated that Mr. Rider is currently a Detective for the Tyngsboro Police Department. He has worked for the Tyngsboro Police Department for 20 years and was getting ready to retire at the end of the year.

Mr. Rider has a Bachelor's Degree in Criminal Justice from Western New England University. He worked with the Tyngsboro Canine Unit for seven years and was a certified School Resource Officer. Mr. Rider is also certified to teach in Tyngsboro, operate a police motorcycle, field training officer, and extensive criminal investigation background.

Mr. Rider enjoys golfing, skiing, cooking, and spending time with his family. Mr. Rider's father was the Chief of Police in Groton, Massachusetts. Chief Sargent added that Mr. Rider would honorably serve the residents of Litchfield. Police Chief Benjamin Sargent nominated Christopher Rider as a Probationary Police Officer for the Town of Litchfield. Selectman Leary pointed out that this was not a new hire but filling a vacant position.

Chair Steven Webber requested a motion to accept the nomination of Christopher Rider.

**Discussion:** The Board welcomed Mr. Rider to the Litchfield Police Department.

**Motion:** ( Selectman R. Lascelles / Selectman K. Lynch ) So moved.

**Vote:** ( 4-0-0 ) The motion carried

**Garden Drive - Right-of-Way:**

Town Administrator Troy Brown mentioned to the Selectmen that the Town has a resident who owns 28-acres of land at the end of Garden Drive. He stated that the property does not have enough frontage on a public road. Mr. Brown said that Seth Miller wanted to improve the right-of-way. The improvement would be the installation of a driveway onto his property. The Town would not be required to spend any money on maintenance. By allowing Mr. Miller to install a driveway, he would then be restricted to building only a single-family residence. Mr. Brown noted that if the Board approved the request, Mr. Miller would still need to go to the Planning Board of Adjustments to seek a variance.

Mr. Brown introduced Seth Miller and asked Mr. Miller to present his project to the Board of Selectmen. Mr. Miller asked if the Board had received copies of his plan, and the Board confirmed that they had a copy of his plans. Mr. Miller stated that

he owns a single lot of land, and he has not subdivided the property; he mentioned that there are currently Planning Board regulations that would prevent him from building a single-family residence on a lot of land. The driveway would be installed between lot 18-60 and lot 18-69. The driveway would be about 170 feet from the pavement of Grove Court to his lot of land, and the driveway would be about 16 feet wide with two feet wide shoulders on each side.

Mr. Miller added that he was going to provide the Town with an Agreement and Release document. The document states that the Town assumes no responsibility for maintenance or liability for any damages resulting from the road's use. The landowner is responsible for the maintenance and repair of the road, to be used solely to access a single-family residence.

The Board and Mr. Miller agreed that the name of the road should not be Garden Drive Extension. The belief was that emergency crews might get confused by the similar name. A name will be chosen at a later date.

**Discussion:** None

**Motion:** ( Selectman K. Lynch / Selectman R. Leary ) I move that we authorize the owner of Tax Map 18, Lot 68, to improve the public right of way between lots 69 and 60 to driveway standards as presented to the Board of Selectmen on December 14, 2020. The owner of Tax Map 18, Lot 68 shall be responsible in perpetuity for the maintenance of said driveway and shall defend and indemnify the Town against any claims arising out of any use of the driveway. These obligations shall be memorialized in writing to be prepared by Town Counsel and recorded in the Registry of Deeds. This permission is limited to the construction of one home on Tax Map 18, Lot 68. No building permit shall be issued unless and until a variance is issued by the zoning board of adjustment from section 310.00 - Dimensional Requirements of the zoning ordinance, which requires 200 feet of frontage on a Class V or better road.

**Vote:** ( 4-0-0 ) The motion carried

### **Fire Truck Purchase:**

Town Administrator Troy Brown stated that the discussion of a fire truck's purchase was tabled at the last meeting. The discussion was tabled to allow the Board of Selectmen to contact other fire departments and research the proposed fire truck. Mr. Brown mentioned that the Budget Committee is meeting this Thursday and the Board needs to make a decision tonight.

Chair Steven Webber strongly recommended that the Board should allow the residents to vote on purchasing a new fire truck. He mentioned that the residents informed the Capital Improvement Planning (CIP) Committee that a new fire truck was graded as urgent. The Board of Selectmen approved the plan put together by the CIP Committee. Chairman Webber acknowledged that a new fire truck would have a significant cost impact, but he believed that residents deserved the right to decide if they wanted to purchase a new fire truck.

Selectman Leary mentioned that he still was not in favor of spending money on a high priced item. Mr. Brown noted that he had not heard from the fire department about a used fire truck's cost. He pointed out that the Warrant Article did not state that the fire truck had to be new; it provided the option to purchase a used fire truck. The issue with buying a used fire truck is that the fleet is aging, and the Town does not benefit from adding an older fire truck.

Selectmen Lascelles commented that the Town has many needs and not enough money to pay for what is needed. He added that the Town would be paying for a new fire station for 18 years, and he cannot support purchasing a new fire truck. Selectman Lynch mentioned that the Town pays a significant amount of money on the fire hydrants and did not feel comfortable supporting the purchase of a new fire truck.

Chairman Webber stated that 60 percent of the Board was here last year when the Board asked Chief Fraitzl to pull his request for a new fire truck. The fire truck that is being discussed is a tanker truck. The tanker truck would become the primary fire engine. He noted that the Litchfield Fire Department should be allowed to speak at the Deliberative Session and answer why they need a new fire truck. Chairman Webber stated that the consensus was that the Board would not support

the Warrant Article to purchase a new fire truck. He noted that the next step would be for the residents to put together a Petition Article.

**Inspector Position:**

Town Administrator Troy Brown provided the Board with an update on the Inspector position. He said that Chief Fraitzl has reached out to the Town of Hudson and using the Mutual Aid relationship, has developed an MOU. The Town of Litchfield has a temporary Inspector three days a week. The Town has also reached out to MRI to request an Inspector on a temporary basis, and MRI agreed to provide a temporary Inspector. Mr. Brown mentioned that he had a conversation with a retired Building Inspector, and he was willing to discuss the idea further. Mr. Brown said that the next step is to advertise for the position.

Selectman Leary stated that finding a new Inspector was imperative. Selectman Lynch mentioned that the job description was changed, and the Board added Zoning and Health back into the job description, and Chairman Webber suggested that Mr. Brown temporarily take over the Zoning requirements. The Board discussed why they had not advertised for the position and were reminded that they tabled the discussion at the November 9 meeting until MRI informed the Board if Mr. Rowell was available.

The Selectmen discussed whether the position should be transferred back to Town Hall, instead of under the Fire Department.

**Discussion:** Chairman Webber read into the record an email by Chief Frank Fraitzl. The email read, "Good Morning, I have yet to hear or be provided by substantial reason for this debate. There have been no complaints during Peter's tenure, or since that, I am aware of. What are the reasons for making this change? What has changed with the position or department that has created this discussion? How has the Town been negatively affected in the past three years? If anything, Peter moved the department in the 21st century. His foresight and moving to an online permitting program has made keeping the Building Codes Department able to function during the time the Town Office had been closed. Interdepartmental cooperation and communication have never been better.

I also believe that the citizens spoke to this last year and chose to continue to have the Inspection Department under the Fire Department. Removing the Inspection Department from the Fire Department flies in the face of the voter's decision. Fire Departments have pre-arranged Mutual Aid agreements to allow for assistance during major incidents or other significant events. This is how we have been able to make the coverage we have immediately after Peter's passing and continue to have. Our agreement with Hudson Fire is through our Mutual Aid agreement between the Fire Departments. I am not sure how this could be impacted if the position is removed from the Fire Department. I assume the Town will need to work out a more formal contract with the Town of Hudson. We are in unprecedented times with the pandemic and about to enter the most critical period. One which places a considerable impact on the Town's Health Officer position regarding vaccination planning and deployment. This is not the time to be making changes with the Health Officer's position. It is also not a time to make a fill-in position; it needs to remain a full-time employee, at least until we are through the pandemic.

Quite frankly, I find this issue to be driven by one or two individuals' desire to get back at the previous Board's and me personally for the well planned and thought out decision to move the Building Department within the Fire Department like many other committees have done. I am also concerned that this desire to move the Building Department out of the Fire Department will create an opportunity or position for a current Board member, which will give the appearance of a conflict of interest. Again, I am not aware of complaints or issues with our current interim agreement and fully intend on moving forward with a permanent replacement once the Board of Selectmen comes to a final resolution and provides the direction requested last month. My recommendation is for the Board of Selectmen to allow me, in coordination with Troy, to fill the position as it currently exists. For the Board of Selectmen to appoint Troy as the interim Zoning Administrator, there is no action necessary on the Health Officer's position at this time. Frank"

Chairman Webber mentioned that he received the email on December 11 at 10:16 am. Selectman Lynch went on the record, stating that Chief Frank Fraitzl was referring to him. Selectman Leary added that he thought the email was unprofessional. Chairman Webber commented that he believed that moving the position back to Town Hall would go against the residents' will.

**Motion:** ( Selectman K. Lynch / Selectman R. Lascelles ) Motion to move the Building Inspector, Zoning, and Health Officer positions back under the Board of Selectmen.

**Vote:** ( 3-1-0 ) The motion carried ( Chairman Webber voted 'no' )

**Communication System Update:**

IT Director John Brunelle provided an update on the communication system to the Board of Selectmen. Mr. Brunelle mentioned that the project encompasses four different sites. The sites are:

1. Roy Memorial Field - the project is coming along, just waiting on Eversource.
2. Old Town Hall - The project is coming along, just waiting to accept the equipment for the site.
3. Morgan Road (Verizon Site) - The project is in good shape. After the holidays, the equipment will be installed.
4. Colonial Drive (Pennichuck Site) - The project is creating many challenges. Some of the problems have been:
  - a. The water tank was not constructed the way it was supposed to be built.
  - b. The pre-work was starting, and they ran issues with lead and bedrock. This forced the project group to hire engineers to construct the tower to be stable. The engineers redesigned the foundation to hold the 100-foot tower.
  - c. The weather and the foundation company have caused delays to the project.

Mr. Brunelle mentioned that the budget is getting tight. He noted that the voters had approved \$700,000 for the project, and they have expended \$661,955 so far. Of the remaining \$38,000, \$25,000 was to be spent on funding the DPW radio refresh. Based on the figures, Mr. Brunelle believes the project will go over budget by \$52,300. This would cause the total project cost to be \$734,255. Mr. Brunelle said that he requested that the Board approve an additional \$35,000.

Mr. Brunelle stated that the issues they ran into at Colonial Drive had increased the project's cost. He mentioned that the foundation was an additional \$13,000 in costs. He added that all the overages have occurred at the Colonial Drive site. The extra \$35,000 would allow him to complete the job on time and target.

**2020 Financial Report & Encumbrances:**

Town Administrator Troy Brown reviewed the financial reports and encumbrances for 2020.

**2020 New Encumbrances:** (as of right now)

Department	Purpose	Amount
Police Department	Detective Car	\$35,000
Recreation Department	Backstairs at Talent Hall	\$8,000
IT Department	5 Computer Upgrades	\$6,620
IT Department	(2) LPD MDT Replacement (1)	\$8,700
IT Department	(4) Chromebooks	\$1,800
Police Department	Portable Radios	\$20,000
Fire Department	Thermal Camera	\$5,000

Fire Department	Mobile and Portable Radios	\$40,000
IT Department	Communication Project	\$35,000
Highway Department	Paving	\$100,000
Building Department	Printer	\$8,000
<b>Total</b>		<b>\$268,120</b>

**2020 Re-Encumbrances:**

Department	Purpose	Amount
General Government Building	Office Furniture	\$5,000
Fire Department	Software Contract to Bridge Hudson and Litchfield	\$3,500
IT Department	IT Equipment	\$5,621.48
<b>Total</b>		<b>\$14,121.48</b>

**2021 Budget Approval:**

Town Administrator Troy Brown mentioned that the Budget Committees bottom line 2021 Budget is \$7,195,888. He noted that the Selectmen would vote to support the Budget, and a Public Hearing will come later. Mr. Brown added that there would be plenty of time for the Board to change their mind about supporting the Budget.

**2021 Default Budget Approval:**

Town Administrator Troy Brown said that the Budget Committees bottom line 2021 Default Budget is \$7,346,362. The Default Budget is substantially larger than the Budget. The Board commended the Town employees for doing a great job during a challenging year.

**2021 Warrant Articles Approval:**

**ARTICLE 2 - OPERATING BUDGET**

Shall the Town vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth in the budget posted with the warrant or as amended by the vote of the first session, for the purposes set forth therein, totaling \$7,195,888 Should this article be defeated, the default budget shall be \$7,346,362 which is the same as last year with certain adjustments required by previous action of the Town of Litchfield or by Law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Estimated 2021 tax rate impact: \$0.06.

**Discussion:** None

**Motion:** ( Selectman R. Lascelles / Selectman K. Lynch ) So moved

**Vote:** ( 4-0-0 ) The motion carried

**ARTICLE 3 - POLICE CONTRACT**

December 14, 2020

Shall the Town vote to approve the cost items for wage and related costs that have been included in the collective bargaining agreement reached between the Town of Litchfield and Council 93 of the American Federation of State, County and Municipal Employees which provides for the following increases in wages and benefits at the current staffing level and further to raise and appropriate the sum of \$11,803 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. Estimated 2021 tax rate impact: \$0.01.

2021 - \$11,803

2022 - \$59,799

2023 - \$56,163

**Discussion:** None

**Motion:** ( Selectman K. Lynch / Selectman R. Lascelles ) So moved

**Vote:** ( 4-0-0 ) The motion carried

#### **ARTICLE 4 - TOWN CLERK FULL-TIME POSITION**

To see if the Town will vote to change the part-time clerk position to a full-time clerk position effective April 1, 2021, at an estimated annual increase in salary and related costs of \$18,804 and further vote to raise and appropriate the sum of \$9,579 for wages and benefits for the period of April 1, 2021, to December 31, 2021. Estimated 2021 tax rate impact: \$0.01.

<b>Wage &amp; Benefits</b>	<b>2021</b>	<b>2022</b>
Wages	\$4,795	\$12,787
Health	\$2,779	\$3,706
Dental	\$127	\$281
NHRS	\$675	\$1,798
SSI	\$60	\$185
Medicare	\$18	\$47
Total	\$9,579	\$18,804

**Discussion:** None

**Motion:** ( Selectman R. Leary / Selectman R. Lascelles ) So moved

**Vote:** ( 4-0-0 ) The motion carried

#### **ARTICLE 5 - HUMAN SERVICES AND HEALTH AGENCIES**

Shall the Town vote to raise and appropriate the sum of \$21,255 to support Human Services and Health Agencies providing services to the Town of Litchfield. Estimated 2021 tax rate impact: \$0.02.

**Discussion:** None

**Motion:** ( Selectman K. Lynch / Selectman R. Leary ) So moved

**Vote:** ( 4-0-0 ) The motion carried

#### **ARTICLE 6 - ROAD IMPROVEMENTS**

Shall the Town vote to raise and appropriate the sum of \$100,000 for the purpose of road improvement projects. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2021 tax rate impact: \$0.00.

**Discussion:** None

**Motion:** ( Selectman R. Lascelles / Selectman K. Lynch ) So moved

**Vote:** ( 4-0-0 ) The motion carried

#### **ARTICLE 7 - PLOW TRUCK PURCHASE**

To see if the Town will vote to raise and appropriate \$100,000 to purchase a plow truck with equipment for the December 14, 2020

Highway Department. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2021 tax rate impact: \$0.00.

**Discussion:** None

**Motion:** ( Selectman K. Lynch / Selectman R. Lascelles ) So moved

**Vote:** ( 4-0-0 ) The motion carried

#### **ARTICLE 8 - PROPERTY REVALUATION EXPENDABLE TRUST FUND**

Shall the Town vote to establish a Property Revaluation Expendable Trust Fund per RSA 31:19 - a for the purpose of funding future property revaluations and to raise and appropriate \$25,000 to put in the fund; further to name the Board of Selectmen as agents to expend from said fund. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2021 tax rate impact: \$0.00

**Discussion:** None

**Motion:** ( Selectman K. Lynch / Selectman R. Lascelles ) So moved

**Vote:** ( 4-0-0 ) The motion carried

#### **ARTICLE 9 - HEALTH AND DENTAL CARE EXPENDABLE TRUST FUND**

Shall the Town vote to establish a Health and Dental Care Expendable Trust Fund per RSA 31:19-a for the purpose of funding unanticipated health and dental insurance related expenses for Town and library employees and to raise and appropriate \$25,000 to put in the fund; further to name the Board of Selectmen as agents to expend from said fund. This sum to come from the unassigned fund balance and no amount to be raised from taxation. Estimated 2021 tax rate impact: \$0.00

**Discussion:** None

**Motion:** ( Selectman R. Leary / Selectman K. Lynch ) So moved

**Vote:** ( 4-0-0 ) The motion carried

#### **ARTICLE 10 - FIRE STATION BOND PROCEEDS**

Shall the Town vote to raise and appropriate the sum of \$23,582.86 for the purpose of paying a portion of the 2021 Fire Station Bond payment and to authorize the withdrawal of that amount from the December 31, 2020 fund balance for this purpose. (This amount will represent the interest earned on bond proceeds that was transferred to the general fund on or before December 31, 2020). Estimated Fund Balance - \$27,448.18 (\$3,865.32 bond / \$23,582.86 interest)

**Discussion:** None

**Motion:** ( Selectman R. Leary / Selectman R. Lascelles ) So moved

**Vote:** ( 4-0-0 ) The motion carried

#### **ARTICLE 11 - FIRE FACILITIES FUND**

Shall the Town vote to discontinue the Fire Facilities Capital Reserve Fund created in 2000. Said funds and accumulated interest to date of withdrawal shall be transferred to the Building Systems Expendable Trust Fund. Estimated Fund Balance - \$612.93

**Discussion:** None

**Motion:** ( Selectman R. Lascelles / Selectman K. Lynch ) So moved

**Vote:** ( 4-0-0 ) The motion carried

#### **ARTICLE 12 - SOLAR EXEMPTION**

Shall the Town adopt the provisions of RSA 72:61-64 inclusively, which provide for an optional property tax exemption from the property's assessed value, for property tax purposes, for persons owning real property, which is equipped with solar energy systems intended for use at the immediate site? Such property tax exemption shall be in the amount equal up to \$27,000 of the assessed value of qualifying solar energy system equipment under these statutes. If the property is sold the exemption shall be lost.



**Discussion:** None

**Motion:** ( Selectman K. Lynch / Selectman R. Lascelles ) So moved

**Vote:** ( 3-1-0 ) The motion carried (Selectman Leary voted 'no')

**Purple Heart Community:**

Town Administrator Troy Brown introduced the subject of the Purple Heart Community. He mentioned that Selectman Leary had been contacted by a community group that would like to see the Town become a Purple Heart Community. Mr. Brown commented that the Selectmen would sign a Proclamation, work with the NH State Prison to receive the proper signage, and place the signage up at the community's main points. He noted that the Purple Heart Community is a community that has lost citizens in military conflicts.

Selectman Leary stated that this subject was brought to him by Warren Adams. Selectman Leary read a document aloud about becoming a Purple Heart Community and added that he and Mr. Adams has offered to pay some of the costs. Chairman Webber suggested that Selectman Leary read aloud the Proclamation and said that August 7 would annually be recognized as Purple Heart Day. Chairman Webber asked if there was a motion to accept the Purple Heart.

**Discussion:** Town Administrator Troy Brown said he would reach out to Marie Grella.

**Motion:** ( Selectman R. Leary / Selectman R. Lascelles ) So moved

**Vote:** ( 4-0-0 ) The motion carried

**Recreation Commission By-Law Amendment:**

Town Administrator Troy Brown mentioned that the Rec Commission had reached out to Chairman Webber and himself about adding a new amendment to their By-Laws. He stated that the Rec Commission was looking to add an amendment to make meeting attendance a requirement. Legal counsel provided the following wording:

**Article IV. Membership, Section 1. Meeting Attendance:**

- a. All members shall make every effort to attend each meeting. Should an appointed member miss four (4) consecutive scheduled or announced meetings of which that member received reasonable notice without being excused by the Chair, it shall be grounds for removal from office, after notice and a hearing by the Board of Selectmen.
- b. Except when it is not practicable, a notice of absence shall be made to the Chair or Vice-Chair by 5:00 pm the day of the meeting, or it will be considered an unexcused absence.

Mr. Brown mentioned that if a member were not attending the meetings, the Rec Commission would provide notice to that member. The member would then have a hearing in front of the Board of Selectmen to remove the person from the Commission. Chairman Webber asked if there was a motion to approve the By-Laws as read by Mr. Brown.

**Discussion:** The Board agreed that before a member was removed from the Commission, they would be provided with warnings.

**Motion:** ( Selectman R. Lascelles / Selectman K. Lynch ) So moved

**Vote:** ( 4-0-0 ) The motion carried

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**Agenda Topic:** Other Business

**Presenter:** Chairman Steven J. Webber

- 1. None

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**Agenda topic:** Administrator's Report

**Presenter:** Town Admin. Troy Brown

Town Administrator Troy Brown stated that he would stay out of the office this week. He does not want the employees to feel uncomfortable while they are at work.

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**Agenda Topic:** Public Input @ 8:56 pm

**Presenter:** Chairman Steven J. Webber

1. None

Public Input closed at 8:57 pm.

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**Agenda topic:** Selectmen Reports

**Presenter:** Chairman Steven J. Webber

**Selectman Richard W. Lascelles - Heritage Commission:**

1. Selectman Lascelles commented that the State is convinced that there are still bodies buried in the Muster Grounds cemetery ground. The State is going to bring in ground-penetrating radar to locate the buried bodies. Selectman Lascelles mentioned that he thought it was nice how the residents showed up to honor Pat Jewett. He added that Pennichuck has asked for a 21 percent increase in water rates. Selectman Lascelles believes that there will likely be a virtual meeting to discuss the increase.

**Selectman Robert Leary Jr. - Budget Committee:**

1. The Budget Committee is almost done with their work until the Deliberative Session.

**Selectman Kevin A. Lynch - Planning Board:**

1. The Planning Board met two weeks ago.

**Selectman John E. Pinciario - Conservation Commission:**

1. Absent

**Selectman Steve J. Webber - Rec Commission & CIP Committee:**

1. The Rec Commission met and discussed the new amendment to the By-Laws and the new field maintenance contract. Naticook Lawn and Landscaping provided a bid of \$53,000 to maintain and mow the Rec Commission fields. December 28, the Board will vote to approve Naticook's proposal.

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**Agenda Topic:** Adjournment

**Presenter:** Chairman Steven J. Webber

**Discussion:** None

**Motion:** ( Selectman R. Lascelles / Selectman K. Lynch ) Motion to adjourn the public meeting at 9:09 pm.

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

Approved by the Board of Selectmen:

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Steven J. Webber, Chairman

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F. Robert Leary, Sr., Vice Chairman

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Richard W. Lascelles

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Kevin A. Lynch

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John E. Pinciario