

# TOWN OF LITCHFIELD BOARD OF SELECTMEN

## September 23, 2013

### Selectmen's Meeting

Members Present: John R. Brunelle, Chairman  
Frank Byron, Vice Chairman  
M. Patricia Jewett  
Kevin C. Bourque

Absent: Brent Lemire

Also Present: Jason Hoch, Town Administrator

5:00 p.m. Paperwork review

6:00 p.m. Call to Order

### **Pledge of Allegiance**

#### **Review of Items for Consent:**

1. Minutes of September 9 (BOS Meeting and Non-Public Session)
2. Transfer of Recreation credit card to Keith Buxton
3. Approval of Accounts Payable (\$28,148.84) & Payroll (\$46,375.62)

### **Approval of Consent Items**

Selectman J. Brunelle reads aloud the items for consent

Selectman F. Byron **motioned** for the Board of Selectmen to approve the items for consent

Selectman P. Jewett **seconds** the motion. **Vote carries 4-0-0.**

### **Request for Items - Other Business**

Selectman F. Byron would like Administrator J. Hoch to update the Board on the New Hampshire Municipal Association (NHMA)

### **Public Hearing - Unanticipated revenue \$38,600.55 as BSR Ordered Return of 2010 Surplus from HealthTrust**

Administrator J. Hoch discusses with the Board that from the surplus amount of \$38,600.55 a motion is needed to accept and appropriate \$13,844.71 for the return of funds to employees and retirees. He states this represents their share of the total surplus, relative to the amounts paid by the employee, retiree's and the Town.

J. Hoch tells the Board that this will leave a balance of \$24,755.24 minus \$47.60 ( the cost of noticing this hearing), leaving a balance of \$24,708.24 that will also need a motion from the BOS to appropriate for a different purpose or to accept it as revenue and allow it to be added to the fund balance for use in future years.

Selectman F. Byron asks if there was any interest owed by HealthTrust

Jason states that the Town notified of a set amount that was paid by the Employees/Retirees and the Town. The amount to be returned to all Towns was fixed by the Bureau of Securities Administrative Hearing Order and was given to HealthTrust to pay.

Selectman J. Brunelle **motioned** for the Board of Selectmen to approve and return the sum of \$13,844.71 to current and past Town employees.

Selectman K. Bourque **seconds** the motion.

Selectman F. Byron tells Chairman J. Brunelle that the public should have a chance to address any questions or concerns to the Board.

Selectman J. Brunelle asks if anyone from the public would like to address the Board regarding the acceptance of these funds, hearing no one he closes the public portion.

Selectman J. Brunelle continues on with the Boards vote. **Vote carries 4-0-0.**

Selectman J. Brunelle asks the Board if the next motion should be to accept the full amount of \$24,755.84 to be placed back into the General Fund.

Administrator J. Hoch tells the Board that they may accept this amount and put it back into the General Fund which will default to the Fund Balance for use in the coming year. Or the Board could accept and appropriate the funds and restrict it for a specific purpose. Jason states that the last option is to accept the funds and not appropriate till the end of the year.

Selectman J. Brunelle tells that Board that accepting the funds and waiting for the end of year to see what the money may be needed for sounds like a good idea. He does mention that one critical failure that he is anticipating is the failure of the Police 911 recording system, which will be a replacement cost of approximately \$34,000.

Selectman P. Jewett asks if this could be applied to lower taxes for citizens of the Town.

The Board discusses that the taxes have already been set, revenues were sent back in September and approximately \$200,000 has already been put aside to offset taxes.

Selectman F. Byron **motions** for the Board of Selectmen to take the sum of \$24,755.84 and applies \$47.60 to advertising the public hearing, and retains the amount of \$24,708.24 for a future use to be determined by the Board.

Selectman K. Bourque **seconds** the motion. **Vote carries 4-0-0.**

### **Public Input:**

Chris Pascucci 12 Colonial Drive, Litchfield speaks to the Board regarding Impact Fees. He mentions that he did not watch or listen to a previous BOS meeting which discussed the usage of Impact Fees. However, he did watch the September 4th School Board meeting where Mr. York discussed this issue. Mr. Pascucci mentions that in the past his understanding was that usage was dependent on growth, and growth by population. He states that he is unaware of any laws that have changed but feels it is being used now as a "growth by need", and would like to know how and when this change took place that it is no longer about population.

Selectman J. Brunelle states that the Board of Selectmen has addressed this with Town Counsel and it has met all requirements.

J. Hoch states to Mr. Pascucci that Counsel has been asked this question and reads the following question from the Board - Is an expansion of services, meaning the Town is taking on new activities for its citizens irrespective of an increase in population an appropriate use of impact fees? Counsel's response - There are other reasons that the Town may need new development. It could simply be that people are moving from one area of Town to another

creating a need for new capital facilities in another part of Town.

However, under the statute, the Town cannot use impact fees to upgrade existing facilities unless the need to do so is created by new development. As mentioned the new development does not have to be by population growth, but that is one need in order to have new development.

Chris Pascucci states that the new Attorney's interpretation is different from the past Attorney's. Selectman J. Brunelle states he thinks they are the same just clearer. He also states that the School has not asked for any use of impact fees.

Mr. Pascucci states that he is aware of this, however they are putting together a list they feel are needs to present to this Board. He was looking for clarification on this issue.

Chris Pascucci would like to mention the Town Clerk/Tax Collector topic that was discussed by the Board at a previous meeting regarding the possible cutting or shifting of hours. He heard the Board say they would not cut services, because this is what the community wants and expects. He felt this was not an accurate statement, because nobody knows, due to no one has asked. Selectman J. Brunelle states that the two issues that were discussed where, are the service hours appropriate or can they be changed, and the other was could employee hours be adjusted.

He states that he objected to the cutting of employee hours due to the fact that they are already down a person on one day, and felt the window is either feast or famine and it would be difficult to close hours. He mentions that the Board asked Theresa Briand to check with other Towns and see how they operate their service window, and how many employees are needed. It was decided that there would be no changes to operations on the Town side and Theresa Briand would review things over the next 6 months and report back to the Board if any improvements can be made.

Mr. Pascucci states that he feels these issues can be put to a warrant article and let the people speak and address what they wish to have changed within Departments.

Jason Guerrette 11 Perry Court, Litchfield had a question for the Board regarding Impact Fees. He thought they are collected based upon the Capital Improvement Plan (CIP) from Developers to offset the impact of growth to the citizens and community. These funds are to be used to offset the burden of growth, not collected and spent because the money will expire.

Selectman J. Brunelle states that yes funds are collected based upon a 5 year CIP plan, and Developers pay impact fees to offset the burden of development within the community.

Mr. Guerrette states the law was created for a specific reason, and the funds should be used accordingly. Not just because someone wishes for something and decides to fund it with impact fees.

Selectman J. Brunelle states that the Board and Town are using impact fees according to the law and how they are suppose to be allocated within the Town's Departments. He mentions that they are not always used based on what is listed in the CIP, sometimes things are needed and funded accordingly.

Administrator J. Hoch reads a question addressed to Counsel stating, must an item on which impact fees are to be expended be listed in the CIP? Counsel's response was no, if a project illustrates a need that was not contemplated as part of the CIP the Town should have the ability to address such a situation. Also, the CIP can and should still be useful as to how this money

should be spent, but should be used as a guide not as a binding limitation.

Selectman J. Brunelle states that money has been returned, sometimes it cannot be spent and expires. These funds are used under the best of intentions for the purposes they are intended for in most situations.

Jason Guerrette states that most of his time was served on the School Board side of things and felt there was a very different opinion as to how these funds could be dispersed. He asks the Board who at the State level governs this.

J. Hoch states that the law is how it reads and it is left to be interpreted by the courts.

Selectman F. Byron states that the CIP that took place 5 years ago was distributed to all Town Departments and they were asked to comment. So all the organizations including the School were aware of this and asked for input. He states the the Town Administrator will be handling the update to the CIP and reviewing the Town's needs.

### **Public Input - closed**

### **Budget Reviews**

#### **Conservation Commission - 4611.20**

Also Present: Joan McKibben and Richard Husband

Bottom line change - increased by \$7,475 from \$2,206 to \$9,681

**Dues** - decrease by \$25

**Property Management** - line 430 shows an increase of \$7,500 due to Milfoil removal of approximately 1/3 of Darrah Pond, which anticipated to be a 3 year program; possibly recurring annually thereafter.

Selectman F. Byron states that his property abuts Darrah Park (not Darrah Pond) but feels there may be a perception that he has a conflict of interest so he will step down and reclus himself if anyone has any issues.

Richard Husband states that he lives near Darrah and has a unique perspective on the Pond, so he did not vote for this \$7,500 that was put into the budget by the Conservation Commission for the use of the Milfoil treatment plan. But also feels if there is a conflict he will defer to Joan McKibben. He is not here for the financial aspect, only as a Conservation member to give his opinion on the Milfoil in the Pond.

Board states that there is no conflict because he is not taking any action on this matter it is the Board who will be voting.

Richard states that the Board should of been provided with a copy of the 2012 Darrah Pond Survey from the Conservation Committee, which indicates the current condition of the pond and its issues. He mentions this was a follow up of the 2005 survey that was done by the Board of Selectmen. This 2012 report was commissioned by the same company, Aquatic Control Technology, Inc. who provided a report to the Conservation Commission and Board in 2006. This 2012 report states that based on the findings in 2005 and a review of the NH-DES survey performed in 2001, it is apparent watermilfoil has continued to increase at Darrah

Pond. The Conservation Commission feels it is has become a danger that is choking out most of the life in Darrah Pond. It thrives during June, July and August then starts to dies off over the winter months, but then just keeps layering and layering each year. Mr. Husband states that the company Aquatic Control is proposing the use of a chemical treatment that has not been available in the past called Flumioxazin (Clipper). Previously removal was done by a harvesting thresher which was a much greater cost to the Town. Clipper has been approved by DES for use in other Towns, such as Hudson. It has no ill effects on drinking water, wildlife, swimming, however, it is recommended not to irrigate lawns for a period of 5 days.

Richard states this will have to be an ongoing thing with treatment being every other year.

Joan McKibben tells the Board that the company will treat  $\frac{1}{3}$  of the Pond, approximately 4 acres the first year and each year another section for a period of 3 years. Then advises it will probably be an annual issue to maintain growth from occurring again within the Pond.

Selectman F. Byron asks how is just part of the Pond going to be treated with a chemical and not affect the whole area of water.

John Bryant, from the Recreation Committee tells the Board that they are like mothballs and sink to the bottom and dissolve in an area, killing the milfoil. He had researched and spoke with the Conservation Commission regarding this issue.

Selectman K. Bourque asks that this \$7,500 is to treat  $\frac{1}{3}$  of the Pond only

Joan McKibben states that \$1,500 if for permitting and the remainder is for treatment, monitoring and testing, for a total of \$7,500. She states that the permit takes 90 days.

Selectman J. Brunell asks Joan what time of year is this treatment done.

Joan States usually in June. She mentions that permits are difficult to receive and in the event it is not possible the alternative is mechanical removal which is much more costly.

John Bryant states that this is a difficult and timely process, the harvester is similar to a vacuum that sucks up the milfoil and it has to continually be cleaned out of the machine.

Selectman F. Byron states that it is his understanding that the State will not treat the milfoil.

Joan and Richard both state that this is a Native Watermilfoil and the State will not treat it because it is not considered an invasive plant.

Selectman F. Byron asks if the \$1,500 for permits will have to be done each year

Joan states yes it would be each year, and abutters have to be notified by certified mail, and it has to be published in the newspaper.

Board discusses if it should be a warrant article, Joan McKibben states that the Commission felt where it would be an ongoing thing it should be included in the budget.

There is also discussion about Meadowbrook Pond, which Joan states is a basin marsh and cannot be compared to Darrah, because they are two different types of waterways with different issues.

Selectman F. Byron asks if the \$750 for Moores Falls is for washouts to have them restored.

Joan states the washouts have been stable for a few years now, this is for property maintenance and cutting/mowing. There is discussion regarding the mower and if the Highway Department's rental can be used for this purpose.

Selectmen F. Byron **motions** for the Board of Selectmen to approve \$7,500 for a warrant article for treatment of milfoil at Darrah.

Selectman J. Brunelle states that the motion **failed** for lack of a second.

Selectman J. Brunelle **motioned** for the Board of Selectmen to approve and forward to the Budget Committee a bottom line budget for **Conservation Commission-4611.20** in the amount of \$9,681.

Selectman K. Bourque **seconds** the motion. **Vote carries 3-1-0.**

### **Library - 4550.20**

Bottom line unchanged

Selectman F. Byron **motioned** for the Board of Selectmen to approve and forward to the Budget Committee a bottom line budget for the **Library-4550-20** in the amount of \$202,680.

Selectman P. Jewett **seconds** the motion. **Vote carries 4-0-0.**

### **Town Clerk - 4140.10**

Bottom line change - increased by \$554 from \$92,309 to \$92,864

Selectman J. Brunelle states that the Board deferred voting on this budget last meeting, due to having discussed with Theresa Briand the possibility of changing hours of the service window or staffing and reviewing other Towns operations and having her report back her findings.

Selectman J. Brunelle tells the Board that he forwarded an email stating that Theresa Briand having been asked by the Board to see what other Town's were doing to provide service to their Communities, states there seemed to be a mix of same or less hours with service windows and most Towns had more employees. Theresa Briand decided she could not cut any hours and will monitor and review over the next six months to see if there are any areas that can be improved upon.

Selectman F. Byron states that his motion was not to have her compare us to other Towns, it was to evaluate the service levels and see if there were areas within her Department that could be consolidated or cut. He also would like to comment that in the email it was stated that the Board of Selectmen cannot set service hours for the Town Clerk/Tax Collector, and this is correct. However, the motion he discussed would have been to reduce the appropriation not the service hours.

Selectman J. Brunelle discusses with the Board the reason he directed the email to Selectman F. Byron was because he was the one who asked Theresa Briand for the possible changes. Also that if the Board would like to take action to change this budget please discuss their concerns or make a motion to do so. He was stating that the Department Head has asked the Board not to at this time.

Selectman K. Bourque **motioned** for the Board of Selectmen to approve and forward to the Budget Committee a bottom line budget for the **Town Clerk-4140.10** in the amount of \$92,864

Selectman J. Brunelle **seconds** the motion. **Vote carries 3-1-0.**

### **Tax Collection - 4150.40**

Bottom line change - increased by \$339 from \$91,555 to \$91,895

Selectman J. Brunelle **motioned** for the Board of Selectmen to approve and forward to the Budget Committee a bottom line budget for the **Tax Collection-4150.40** in the amount of \$91,895.

Selectman K. Bourque **seconds** the motion. **Vote carries 3-1-0.**

### **Library**

Also Present: Vicki Varick - Director of Library Services

Selectman J. Brunelle mentions to Vicki Varick that her appointed time was 7:00 but the Board was ahead of schedule and approved her budget in the amount of \$202,680.

Vicki Varick tells the Board that the Library Trustee Alternate, Christine McKim is here for the Board to speak with before appointing her to a one year term with the Library.

Selectman P. Jewett asks Christine why she is interested in volunteering as an alternate for the library.

Christine McKim states that she has lived here for 14 years and feels she has not given back to the Town, which she believes is a good thing to do. She also tells the Board that she loves books and reading and libraries and feels it is important to have a library that is active with the Town.

Selectman P. Jewett asks if she feels Litchfields library is active enough

Christine states that she does, especially the childrens programs she feels are wonderful, as well as the book clubs.

There is a discussion with the Board regarding Christine having the time to donate to the Library. She states that she was very active in her previous Town, but upon moving to Litchfield has been raising her children, who are now grown and she has time available to offer and feels this will be a nice fit for her.

Selectman J. Brunelle **motioned** for the Board of Selectmen to approve the appointment of Christine McKim as a Library Alternate for the term of 1 year.

Selectman P. Jewett **seconds** the motion. **Vote carries 4-0-0.**

The Board tells Christine McKim that the Town will have a form for her to sign and will need to swear her in.

### **Library request for use of Impact Fees**

Vicki Varick states to the Board of Selectmen that the Library is requesting the use of \$2,500 in Impact Fees for the use in Phase I for a preliminary engineering and design of a new Library Facility.

Selectman J. Brunelle asks what are the reasons for the need of a new facility.

Vicki states that there is no space left in the current facility. There is no room for a meeting area, no space to add on programs such as a Teen Program, they have just outgrown the building and need more space. She has reviewed the statistics for 2012 regarding Libraries in the State and Litchfield fall within the 6 to 9 thousand group (Town being 8,200). She tells the Board that within this category there are 28 libraries, and 2 have less square footage than Litchfield, and

the average size in this group is 9,007 square feet, with Litchfield at 2,500 square feet. Vicki states that our library is quite small for a Community of our size.

Selectman F. Byron asks Vicki where the amount of \$2,500 has come from, because this seems to him to be a very low quote.

Vicki tells that Board that it was a bid from the Consultant Firm Patience Jackson out of Maynard, Massachusetts. Phase I will take a look at what the Town has for its existing facility and take a look at the demographics and activities, after accessing the needs of the Library they will present a proposal. Phase II will be a "Building Program" with a cost of \$5,200. Then this will be presented to an Architect. She states this is where it begins with Phase I and accessing the needs and size that will be needed to meet the need of the Library to serve the Community.

The Board discusses that when the land was donated and the Library built it was stated that the Library could never be moved or used for another purpose, and due to wetlands surrounding it they cannot expand. It is mentioned that research can be done to find out what the restrictions are regarding the building, and should be part of this plan.

Selectman J. Brunelle states that the request is in the CIP plan and is due to growth so the use of Impact Fees is appropriate.

Selectman K. Bourque asks if this can be placed as a warrant article

Selectman J. Brunelle states this is just to explore the possibility of building a new facility, they are asking to use Impact Fees to prepare space need documents to present at a later time for the construction. That this is a decision for the Board on the use of Impact Fees.

Selectman F. Byron asks J. Hoch for the fund balance for the Library regarding impact fees Administrator Hoch states that as of September 19 the balance was \$24,390.18

Discussion continues on the amount it would take to build a new facility. But Jason mentions this \$2,500 is for only the beginning of a process of researching the needs of the Library and allow them to explore their options of a new facility and to have it ready to present to the Town.

Selectman F. Byron states that he thought the land next to the Library was purchased. Vicki states that yes it was, however it is just wetlands and is unbuildable.

Selectman F. Byron **motioned** for the Board of Selectmen to approve the use of Impact Fees in the amount of \$2,500 by the Library to be used for Phase I engineering and design of a new facility.

Selectman P. Jewett **seconds** the motion. **Vote carries 4-0-0.**

Administrator J. Hoch asks Vicki if she could supply he and the Board with the report she has with the number of people using the libraries programs, and how many people come to the library etc.

Vicki states that she brought a print out of those numbers for the Board, and hands each member a packet. She states that 95 people come to the library daily, most adult programs have over 37 people in attendance. Most popular was an outside concert with Celtic music this summer, which had over 110 in attendance. They have also partnered with the Historical Society and the Litchfield Women's Club.

**Board of Selectman Thanked Vicki Varick for coming to the meeting,**

## Information Technology - 4150.20

Bottom line change - increased by \$34,265 from \$49,579 to \$83,844

Selectman J. Brunelle states to the Board that he will be abstaining from the vote on this budget due to his involvement with the Town's IT Department.

Administrator Hoch discusses the following changes

**Go Telephone & Data** - increase of \$3,120 due to the recent move to Fairpoint there are not enough bills to calculate more accurate numbers, so he will revisit these figures at a later date.

**Software Support** - increased by \$1,454 due to making sure there are enough licenses in the Google services.

**Equipment Maintenance** - decreased by \$1,531 due to changing the phone systems

**Equipment Purchase** - decreased by \$3,850 due to wireless upgrades dropped, and a Network Switch replacement for the FD

So Jason tells the Board the bottom line is \$48,844 which is a decrease from \$49,579 which is also below the Selectmen's 5% reduction.

Selectman K. Bourque **motioned** the Board of Selectmen to approve and forward to the Budget Committee a bottom line budget from **Information Technology-4150.20** in the amount of \$48,844. Selectman J. Brunelle states that the motion **failed** due to lack of a second.

Selectman F. Byron thought the bottom line amount was for \$48,144

Selectman J. Brunelle states that no they are asking for \$48,844, he mentions he went in and cut this budget as much as he felt possible. He states that the change was due to some repair work for the Fire Department that he was taking care of and he replaced a network switch for the amount of \$2,400, as well as some computer parts. Selectman J. Brunelle states that the all the UPS are over 3 years old and are failing.

Selectman K. Bourque **motioned** the Board of Selectmen to approve and forward to the Budget Committee a bottom line budget from **Information Technology-4150.20** in the amount of \$48,844.

Selectman P. Jewett **seconds** the motion.

Selectman P. Jewett mentions that she hopes this is all the money that is needed. Selectman J. Brunelle states that it should be for the year 2014 unless something major breaks and he has no control over some things. He states that the phone systems within the Town were aging, a lot has been spent to upgrade and replace services for most of the Town's Departments

Selectman F. Byron asks Selectman J. Brunelle what the status is on the Police 911 system.

Selectman J. Brunelle states that this is not in the budget because it is not known yet what will be done. He discusses with the Board that in the Police Department there are two devices, a 911 phone recording and facility recording systems that are 17 years old and failing. Both systems are no longer manufactured and can no longer be serviced by the vendors. Both systems have been a continuing problem and are not reliable. He tells the Board that both systems can be replaced for the amount of \$34,000. It is a matter of time which is why he was discussing using the money from the HealthTrust possibly towards the phone system. Or it will have to go to a warrant article, but if that fails this would create a problem as the systems are not repairable.

Selectman F. Byron motioned the Board of Selectmen to **amend** the previous motion to have the bottom line amount for **Information Technology-4150.20** be \$83,844 adding an increase of \$35,000 for replacement of the Police Departments 911 phone systems

Selectman P. Jewett **seconds** the motion. **Vote carries 2-1-1.**

Selectman J. Brunelle **motioned** the Board of Selectmen to approve and forward to the Budget Committee a bottom line budget for **Information Technology-4150.20** in the amount of \$83,844.

Selectman P. Jewett **seconds** the motion. **Vote carries 2-1-1.**

## **Administrator Report**

### **New Business**

#### **Compilation of Potential Warrant Articles**

Administrator J. Hoch states that now the budgets are nearing an end there has been discussions regarding money (warrant) articles. So he would like to get input regarding potential warrant articles so he can build a list for discussion as well as research information that may be needed. Jason states that he will be posting a document and would like Board members to send him a note or contact him of articles they have and he will add items to the list, a deadline of October 14th would give him time to gather information for a discussion at a future meeting.

#### **Budget Work Session - September 30th**

Selectman J. Brunelle states that the Board of Selectmen will be having a Budget Work Session on September 30, 2013 at 6:00 pm here at Town Hall.

The Board will be reviewing the last of the Budgets for the Highway, Cemeteries, Mosquito Control, Personnel and Recreation Departments.

Administrator J. Hoch states that there are items flagged in certain budgets due to not having all available figures yet, so these will be reviewed and discussed again. He mentions that if the Board has any questions or additional information it can be discussed at the Work Session.

### **Old Business**

#### **Ambulance Contract**

Selectman J. Brunelle tells the Board that this item has been deferred due to questions regarding the contract, and J. Hoch has received some answers.

Administrator J. Hoch states that he shared a letter with the Board of Selectmen from the Administrator of Hudson. He discusses with the Board that the Town of Hudson began funding an Ambulance Reserve Fund in August of 1994. The purpose was to pay for the replacement of the three ambulances that the Town owns and operates. It had been the practice and policy of the Town to replace an ambulance once it reached 9 years of age. So this means that one was replaced every three years. In order to maintain this cycle, the Town annually raises and appropriates a sum of money in the Fire Department Ambulance budget to be placed into the Capital Reserve Fund. Then every three years the Selectmen place an article on the warrant asking the voters to buy a replacement ambulance using the Capital Reserve Fund. The last purchase was made in 2013 and was approved for \$165,000 (gross budget) with \$113,634 coming from the Capital Reserve Fund, and the balance of \$51,366 coming from the General Fund Surplus. The Town of Hudson has appropriated the sum of \$45,000 last year and \$45,000

this year to go into the Capital Reserve Fund in anticipation of buying a replacement ambulance in 2016. Should the Town need more they will look into their surplus to make up the balance or if less is needed it will stay in the Reserve Fund until next purchase. The Administrator also states that in his 16-½ years of working for Hudson the Town has never received any grant funding for the purchase of its ambulances. They have traded in the old ambulances for generally short money towards the purchase of the new ambulance.

Selectman F. Byron **motioned** the Board of Selectmen approve the ambulance contract and allow Selectman J. Brunelle, Chairman to sign on the behalf of the Town of Litchfield.

Selectman K. Bourques **seconds** the motion. **Vote carries 4-0-0.**

Selectman J. Brunelle takes a moment to thank Selectman K. Bourque and Administrator J.Hoch for their work spent on this, which showed a reduction for the Community.

### **Pennichuck Rate**

Administrator J. Hoch states that a mountain of paperwork has been filed and questions and answers discussed. Laura from Counsel forwarded this paperwork to J. Hoch, which he has put into a folder online for the Board to review. He states that he has not gotten to read everything as of yet, but usually it it more clarification of certain items that the PUC will be asking and looking for.

Jason tells the Board that in regards to the question about dividends paid to Nashua they asked. Laura and they both sat in on a conference call this week with Pennichuck and PUC regarding the rate setting and she asked about the dividend. Pennichuck explained that the dividend paid to Nashua was specifically related to the sale of the land by Pennichuck Corporation and not connected with the rate setting of the regulated utility.

Selectman F. Byron states that this was given to shareholders, and classified as a dividend J. Hoch explains that Pennichuck Corporation (the parent company) sold land and classified it as a dividend, and all their payments to shareholders are considered dividends. There debt service to Nashua is also called a dividend. He states that they reminded the City of Nashua that their dividend could be used to repay the obligation they took on from the Water District. So Jason tells the Board that Litchfield waits for repayment from the City of Nashua, but they did learn that the City has assumed the debt from the Water District. he states that the amount it around \$25,000-30,000. The Board discusses the issue of the Hydrants and that this money if received could go towards offsetting that expense.

### **Other Items**

#### **Hazard Mitigation Plan**

Administrator J. Hoch tells the Board that FEMA has accepted the Towns Hazard Mitigation Plan, and it has been properly filed with the State. It is valid for the next 5 years, with the next renewal being August of 2018.

#### **NRPC Live Maps**

J. Hoch states that he has sent a draft memo to NRPC regarding the sharing of the Live Maps Program. He would like the Board to review it and share any comments or concerns they may have.

### **Senator Ayotte Staff Office Hours**

Administrator J. Hoch states that Litchfield will be very popular for Congressional office hours. He mentions that Senator Ayotte's staff will be holding office hours at Litchfield Town Hall, on Tuesday, October 29, 2013 from 1:00pm to 2:00pm in the main meeting room.

Also on Friday November 1, 2013 there will be a representative from Congresswoman Kusters office here.

### **Selectman Reports**

Selectman P. Jewett states that she attended the last Conservation Committee meeting and they will be having a Town clean up day on Saturday, October 4th, they will be meeting at the Old Town Hall at 8:00 am. They will be cleaning a 2 mile stretch of 3A.

Selectman J. Brunelle asks Jason to post on Town website and the Facebook site for volunteers.

Selectman J. Brunelle states that last Thursday he attended a Mosquito Control District meeting to follow up on their email request for IT services and a laptop computer for the District. He states that it was a good discussion and they feel they need this Town asset to be more responsive to the citizens and community. Chairman of the Board mentioned to Selectman J. Brunelle that the District is considering placing this item as a warrant article. Selectman J. Brunelle mentions they had a discussion regarding the Town Portal that they can access to achieve all of their work from, however the District felt that Google was not adequate for their needs.

**Items moved from consent - None**

### **Other Business**

Selectman F. Byron would like to know if there is an update from NHMA. Jason states that there is no more information as of yet, but it has not been forgotten. Also that there are items in the Budget that need follow up and further discussions will be had.

### **Public Input**

Jason Guerrette 11 Perry Court, Litchfield. He tells the Board he feels it is important to have Public Input at the end of the meeting. He states that he finds it interesting that this Town has not supported a new School, Fire Station and he highly doubts they will be wanting a new Library. However, the Board just approved \$2,500 to allow them to do a study without first asking the voters if they would support one. Felt this should of been explored thru a warrant article presented to the Town. He discusses that Selectman J. Brunelle had a difficult time understanding the need of the Mosquito District for a laptop, however approved money for the Library to research something that he feels will not happen in Town.

Selectman P. Jewett states that for the Library it was Impact Fees spent, not the Towns money.

Jeffrey Allen, speaks to the Board regarding their thoughts and opinions of having a skate park behind the Town Hall.

Selectman J. Brunelle states that he is in support of anything that occupies the youth of this Town. However, he is not sure about the Town Hall. But would support it.

Selectman K. Bourque tells Jeffrey Allen that he thinks it is great he is here in front of the Board asking for something to be done for the kids in Town, and he would support the idea.

Selectman F. Byron states that there was a skate park in Town, however due to vandalism it was forced to close. He states that putting it in back of the Town Hall if the Community chooses, might be a good idea with the Police Station in such close proximity. He states that the has no problem with the idea, but funding it would be something to explore.

J. Hoch states that he has had conversations with John Bryant from the Recreation Committee and feels that might be a great place to start, discussing it with his Department and getting his thoughts. It would need to be supported by the Recreation Department.

It is discussed if a warrant article should be presented to the Town to see if the voter would support this, and felt that would be a good idea.

Selectman P. Jewett **motioned** the Board of Selectmen to adjourn

Selectman K. Bourque **seconds** the motion. **Vote carries 3-0-1.**

The next Board of Selectmen's meeting will be on September 30, 2013 at 6:00pm at Town Hall

*Approved October 14, 2013*