

TOWN OF LITCHFIELD BOARD OF SELECTMEN

June 13, 2016

Selectmen's Meeting

Members Present: Frank A. Byron, Chairman
John R. Brunelle
Steven D. Perry
Kevin C. Bourque

Absent: Brent T. Lemire, Vice Chairman - Excused

Also Present: Troy Brown, Town Administrator

5:00 p.m. Paperwork review
5:30 p.m. Non-Public Meeting with Legal Counsel
6:30 p.m. Call to Order

Pledge of Allegiance

Public Hearing

Appropriation of Unanticipated Funds

Selectman F. Byron states pursuant to RSA-31:95b the Board of Selectmen will consider reappropriating the balance of Unanticipated Funds in the amount of \$11,700, as previously committed for the NH Municipal Pipeline Coalition on August 24, 2015. He mentions that said funds will be used for legal and other costs associated with the PFOA drinking and groundwater environmental contamination matter. This public hearing has been duly posted and noticed in the Manchester Union Leader newspaper, Town Website and has aired on Community Television.

Selectman F. Byron opens the meeting to any public comments. Due to no public in attendance or Board members wishing to comment, Selectman F. Byron closes the Public Hearing.

Selectman S. Perry **motioned** to reappropriate Revenues in the amount of \$11,700

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

Review of Items for Consent:

1. Approve meeting Minutes for May 18 and May 23, 2016
2. Approve Non-public Meeting Minutes for May 23, 2016
3. Approval of Account Payable Manifest 5/31/2016 (\$84,469.08), 6/07/2016 (\$69,728.50) & 6/14/2016 (\$35,090.79).
4. Approval of Payroll Manifest 6/02/2016 (\$50,212.13, 6/09/2016 (\$48,315.95) & 6/14/2016 (\$54,046.85)
5. Reconciliation of General Fund Revenues - May 2016

- 6. Intent to Cut (1)
- 7. Abatements (5)
- 8. Deputy Forest Fire Warden Appointment - Paul Kelly

Approval of Consent Items

Selectman F. Byron reads aloud the Items for Consent

Selectman J. Brunelle **motioned** for the Board of Selectmen to approve the Items for Consent

Selectman S. Perry **seconds** the motion. **Vote carries 4-0-0.**

Request for Additional Items/Other Business - None

Public Input - None

Business

Police Department Community Survey

Selectman F. Byron mentions Chief O'Brien wishes to distribute a Police Survey, and the Board would like to have him present why he would wish to do so and have a discussion on the matter. Chief O'Brien states back in 2008 an MRI Report was completed, which suggested the Police Department and Town put out community surveys. So he has put one together and presented it to the Board of Selectmen and would like to present it to the Citizens of Litchfield. The 2016 Survey is shown below:



LITCHFIELD POLICE DEPARTMENT
 TOWN OF LITCHFIELD
 2 LIBERTY WAY, SUITE 2
 LITCHFIELD, NH 03052
 Phone: (603)424-4047 Fax: (603)424-3423

Litchfield Police Department 2016 Satisfaction Survey

- 1. The town of Litchfield is a safe place to live.
 - Strongly Agree
 - Agree
 - Neutral
 - Disagree
 - Strongly Disagree
- 2. During the last year, did you have any contact with a Litchfield police officer?
 - Yes
 - No

If yes, was the police officer knowledgeable, courteous and professional?

 - Yes

- No
3. If I need assistance, I am comfortable calling the Litchfield police department.
- Yes
- No
4. I am satisfied with the way the Litchfield Police department responds to crime in my community.
- Yes
- No
5. I am confident in the Litchfield Police department to serve my needs.
- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
6. Have you ever visited our website at www.litchfieldpd.com or our Facebook page at www.facebook.com/litchfieldpd/?
- Yes
- No
7. Are you aware of our vacant property program? (A request for a police officer to check on your property while you are on vacation etc.)
- Yes
- No
8. Are you aware of our drug drop box located in the town hall?
- Yes
- No
9. How often have you seen a police officer in your neighborhood?
- Daily
- Weekly
- Monthly
- Rarely
- 9a. I live in the
- North (north of Hillcrest Road)
- Center (between Pinecrest Road and Hillcrest Road)
- South (south of Pinecrest Road)
10. Have you ever attended a fraud seminar hosted by Chief O'Brien?
- Yes
- No
11. Have you ever attended a drug seminar hosted by the Litchfield Police Department?
- Yes
- No
12. What other programs or informational events would you like to see provided by the police department?

13. What is your biggest safety concern facing our community?
- Speeding/Traffic Violations
 - Drug Abuse
 - Burglaries
 - Domestic Violence
 - Other _____
14. Would you be in support of a public safety complex which housed the police department and fire department in a single building, centrally located, eliminating safety and space needs for the next 20 years?
- Yes
 - No
15. Do you have any comments you would like to share with the Litchfield Police Department?
-

Selectman F. Byron mentions number 14 of the survey states “would you be in support of a public safety complex which housed the police and fire departments in a single building, centrally located, eliminating safety and space needs for the next 20 years? He asks why the Chief is asking this question.

Chief O’Brien states this question has been in a number of reports (ex: 2012 Master Plan, and the MRI report), which suggests this idea should be reviewed and looked at.

Selectman F. Byron ask if the Police Department is in need of more space, have they outgrown the current facility.

Chief O’Brien tells the Board yes, the Department was in need of more space four years after the current Police Station was built. He mentions the 2002 Master Plan shows the Town built for the Departments needs then, without adequate space for growth. He states there a continuing issue with evidence storage, they are currently using a holding cell (as has been used in the past).

Selectman F. Byron asks if some of the evidence can be eliminated or is all needed for current cases.

Chief O’Brien states that it is all currently needed, and there is no place to properly process evidence, he tells the Board if there is a serious case they have to use the garage/sallyport. He states this is not the best practice for police work, especially if there is a serious case. Because your chain of custody and how you process evidence becomes contaminated, and potentially questioned. The MRI Report mentioned the sallyport is and continues to be a safety issue. He quotes from the MRI Report “once the cruiser was inside it was observed there was barely enough room to close the garage door and that an Officer would have difficulty negotiating from the driver’s side to the passenger side of the cruiser in order to remove a prisoner. This situation should be corrected immediately due Officer safety issues.”

Selectman F. Byron states this MRI Report was completed in 2008, there are new cruisers are they still affected in the same way.

Chief O’Brien tells the Board they still do not fit and it is still an unsafe situation for the Officers. He states that once an Officer takes a prisoner out of a police cruiser they should be in a secure environment and have access to a safe/secure building for the prisoner the Officer and his firearm.

Selectman F. Byron mentions it sounds like the Chief feels he is in need of a Safety Complex in order to accomplish this.

Chief O’Brien states that he would like to see if the Community would be open to the idea.

Selectman F. Byron asks if they should be asked if they are in favor of an expansion of the

current facility.

Chief states he is not an expert on this and does not know how one would go about facilitating it. He states the way the building is currently laid out the rooms are very broken up, and to take evidence through numerous rooms would not be appropriate. Evidence should be kept and processed in one secure area.

Selectman K. Bourque asks if the Chief was involved in the planning of the current Police facility Chief O'Brien states he was not, he was a patrolman at the time.

Selectman S. Perry asks how long the Department has been using the holding cell for evidence storage, and how many cells are at the facility

Chief states it has been about the last year and a half, and there are two cells on juvenile and one adult (the adult cell is what is being used for storage). When an adult is brought into the building they are kept in a holding area, if a juvenile is brought in with an adult present that juvenile has to be kept sight and sound away from any adult. If that happens and a bathroom issue arises, one subject would have to be brought into the front lobby bathroom of the Town Hall. Board and the Chief discuss the storage container that was used for three years in order to keep evidence on one case the Department was working on, which was ordered by the County

Attorney. They discuss other deficiency the Department has, such as restrooms being used by male and female Officers.

Selectman S. Perry asks how Chief O'Brien planned on distributing the survey.

Chief mentions he talked with Selectman J. Brunelle about possibly posting it online, or doing a mailing. He states that MRI recommended doing a percentage over a few years and not distributing it to everyone in the Town all at once.

Board discusses posting it on the Town website and Facebook, as well as the websites on signs throughout Town.

Selectman J. Brunelle states there are over 3,000 subscribers to the Town websites.

Board of Selectmen agree to have the Chief try this first and see what they get for a response, before doing any type of mailing.

Draft Resolution 2016-01 - Dissolution of the Litchfield Cable Advisory Committee

Last Board of Selectmen's meeting the documents presented were to be reviewed by legal counsel.

Selectman S. Perry asks Town Administrator T. Brown if this has been done.

T. Brown states they have not been reviewed, he and Mr. Pentheny have not completed all the information in the documents. Troy states that Mr. Pentheny has been working on the Charter. He mentions they have some questions regarding the job description and salary. Troy reviews for the public watching at Selectman F. Byron's request why the Cable Advisory Committee is dissolving. They discuss the Town needs an Organization (not a Committee) that is more appropriate for running cable television programming today. This does not mean television service to the Town will be ending, the Organization will just be restructured to function better for the needs of the Town of Litchfield, at no additional expense.

Selectman F. Byron states the Board has a draft resolution (which they have reviewed) to dissolve the Litchfield Cable Advisory Committee, this document will replace the original documents from March 1978. Allowing for Mr. Pentheny to be appointed manager and staff an

organization to run the duties necessary for a television cable program service for Litchfield. Richard Pentheny would like to take a moment and thank some of the long time members who have served the Committee over the years, especially Cindy Couture and Tim Kearns. He is in favor of the restructuring and will be glad a quorum will not be necessary in order to get things accomplished.

Board is in agreement that the resolution documents look fine and just need to be reviewed by Counsel, and a public hearing should be held before the Board takes a final vote for approval. Board asks Troy to schedule a public hearing for the next BOS meeting on June 27, 2016. Selectman S. Perry ask who will receive and what will be the salary rate for this position. Troy mentions he and Dick have discussed a \$12hr pay rate, Troy would like it to reflect the Town's salary grid to show a difference between management and workers. Board is in agreement. Board states these positions should be funded from the PEG fees, but would like this question asked of Counsel just to be sure.

2016 Dog Warrant

Selectman F. Byron would like to make everyone aware listening this in indeed a warrant which will be give to Police Chief O'Brien. The warrant states "that on June 13, 2016 the Town of Litchfield presented a list of dog owners who have failed to license or not renew their dog license pursuant to RSA 466:1. You are hereby directed to issue civil forfeiture for each unlicensed dog in compliance with the provisions of RSA 466:14. Further you and duly sworn members of the Litchfield Police Department are authorized to seize any unlicensed dogs following written warning to the dog owner. Given under our hand at Litchfield NH on this 13th day of June 2016, signed by the members of the Board of Selectmen".

Selectman F. Byron states to dog owners to register their dogs.

Selectman F. Byron **motioned** for the Board of Selectmen to approve the warrant to be give to the Litchfield Police Chief to direct the Police Department to issue a civil forfeiture for each unlicensed dog, and to authorize the seizure of any unlicensed dog following written warning to the dog owner.

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

Board would like to acknowledge the Town Tax Collector and Clerks have called and reminded dog owners of this responsibility, they have exhausted all means necessary.

Eagle Scout Award Certificate of Recognition - Cameron Lee Schmitt

Selectman F. Byron states that Cameron Lee Schmitt has earned his Eagle Scout Award on March 23, 2016. A certificate has been prepared in recognition of his outstanding leadership and citizenship as evidenced by his obtaining the rank of Eagle Scout.

Selectman F. Byron **motioned** for the Board of Selectmen to award Cameron Lee Schmitt a Certificate of Recognition and a congratulatory job well done

Selectman S. Perry **seconds** the motion. **Vote carries 4-0-0.**

NH Department of Transportation - Demolition Notice

Town Administrator T. Brown mentions he received a letter from the NH Department of Transportation Bureau of Turnpikes, which he shared with the Board. They own three vacant

properties in the Town of Litchfield located at 215 Charles Bancroft Highway, 231 Derry Road, and 242A Derry. They notified the Town they will be demolishing the properties this Fall, and are reaching out to Litchfield to see if we have any knowledge of wetlands or historical resources that would prevent this from moving forward. Troy states that the Litchfield Historical Society has put in a verbal request to lease the house on 215 Charles Bancroft Highway for use as an art studio. Also the Fire Chief will be reaching out because he would like to use the other homes for training. NHDOT purchased these properties for the construction of the Circumvential Highway and does not pay property taxes unless they are rented.

Board states the house the Historical Society would like to lease was built in the 1800's, but question if the building is structurally sound. Also NHDOT is not willing to sell or give up the properties at this time, they are holding onto the land and just removing the structures. Board agrees to let the Historical Society and the Fire Department submit their requests to NHDOT for the proposed local uses before they demolish the structures.

NRPC Electricity Supply Aggregation MOU

T. Brown tells the Board the Nashua Regional Planning Commission administers the Electricity Supply Aggregation (MOU) Program for 9 Towns and 6 School Districts. Litchfield has participated for a few years, and has saved approximately \$7, 269 in the current contract with the program. He states the current contract expires in November of 2016, and if the Town would like to continue to participate in the program they need to return the attached MOU (memorandum of understanding) before July 1, 2016. Troy recommends the Town continue to participate in the program

Selectman F. Byron **motioned** for the Board of Selectmen to approve the participation of the Town of Litchfield in the NRPC Electric Supply Aggregation Program, and move forward with negotiating a new rate.

Selectman J. Brunelle **seconds** the motion. **Vote carries 4-0-0.**

Draft Uncollectible Accounts Receivable Policy

Troy Brown states this Uncollectible Accounts Receivable Policy is before the Board due to the history with the Ambulance bills, and the Auditor's request for the Town to implement a policy to write off uncollectible receivable funds. He mentions that Selectman F. Byron and he have written the policy, not just to cover the ambulance receivables but as a Town wide policy for all receivables. Troy states the policy starts with the Departments that generate the service. It would be their responsibility to schedule the service, submit invoices to the contractors and monitor for 30 days. If there is no response they are to send out another notice/invoice, and if still no response is received they are to turn the information over to the Finance Department Manager. They will then send out one more notice, and if not response within 10 days, it is to be turned over to a Collection Agency. Troy mentions a Collection Agency can charge 5-10 percent as a fee; and if they are unable to collect the Board of Selectmen will have to decide on an individual basis how they would wish to pursue or just write if off as uncollectible. Troy states this would give the Town a formal process to follow to try and collect funds owed. He tells the Board the policy has not been reviewed by the Auditing Staff or Legal Counsel.

Board agrees to have Auditing and Legal Counsel review the policy and bring in back to the

Board for discussion and final approval.

Financial Report

Troy mentions he and Karen have been working since April on a Financial Report (with new software) and has shared a spreadsheet with the Board that outlines each line item in the Budget. It has a column for adjustments (plus/minus) to each line item, and an additional column to show the new approved adjusted Budget. He mentions the reports have been merging Departments together and it was difficult to understand and monitor the breakdown. Troy tells the Board that 58% of the Budget remains, which is where the Town should be at. He states there have been some good things happen and a few items they are monitoring and watching. One great thing is the Fire Department was able to hire a full-time Firefighter/Paramedic with years of training and experience, at a cost savings to the Town. Troy mentions they just finished utilizing the Prisoner Program, which did work at the Town Hall and Cemeteries, as well as work at Darrah Park.

T. Brown mentions the Fire Chief has submitted an RFP for the fire exhaust system.

The Police Chief notified Troy the two new cruisers should be in this week, they will be delivered to Irwin Ford and transported to Two-Way Communications for fit ups. They hope to have them back here by July 1st. Troy mentions the Police Department has had issues with vehicle maintenance, the entire current budget has been expended and they are currently \$2,600 over budget. He tells the Board unfortunately there is no way of knowing how much additional vehicle maintenance will be needed in the remaining six months. But hopefully with the two new vehicles coming on board it will help with this issue.

T. Brown states there has also been an issue with the Building Department and vehicle maintenance with the Ford Explorer, which is currently \$1,600 over budget.

He mentions that with all the Town's vehicles the State changed vehicle inspections from September to June, and this may generate some additional costs as well.

Troy also reminds the Board the Town is in the process of changing insurance plans (previously approved) and they will now coincide with the Town's actual Budget Year and not a Fiscal Year.

Troy mentions there have been no funds Appropriated for the Police Department's Community Detail, and believes they are a few thousand dollars over on this line also. He feels this will need to be addressed for the next year's budget.

He also noticed the Highway Department's Building Maintenance line is over by \$1,800, as well as their line stripping line by \$4,400.

Selectman S. Perry asks how they can be off so much.

Troy states that the line item budgeted did not truly reflect the stripping costs.

Board discusses they feel the Highway Department's overall bottom line is still going to be fine. They also discuss if some of the stripping done has been part of the planned road construction projects, because it should be tracked.

Troy tells the Board this is an update of some issues, but believes the Budget is in great shape. His greatest concern is with the Police Department and their vehicle maintenance. He reminds the Board that money was taken away from the Department's budget due to the Detective position that was not filled and used to offset the Default Budget bottom line.

He states the Fire Department's Budget is great and the Highway Department is looking very good also.

Troy updated the Board on the Road Paving Funding for this year's scheduled projects.

2016 ROAD IMPROVEMENT PROJECTS as of 6/13/16

FUNDING SOURCE

AMOUNT	COMMENTS
Warrant Article #16	\$200,000.00 Approved
Block Grant	\$193,000.00 Approved
Misc. Repairs	\$ 25,000.00 Approved
Impact Fees	\$ 77,840.00 Approved
Total	\$495,840.00

PROJECTS

Cutler phase 1	\$176,895.50 On hold due to planned utility work
Cutler phase 2	\$ 33,740.00 On hold due to planned utility work
Pinecrest	\$ 70,730.00 Completed
Pilgrim	\$111,953.10 Completed
Nesenkeag	\$ 27,930.00 Completed
Nakomo	\$ 16,170.00 Completed
Fire Station	\$ 17,500.00 Completed
Ronisa	\$ 4,000.00 Completed / culvert repair
Albuquerque	\$ 6,500.00 New project small repairs
Sparrow	\$ 8,000.00 New project not schedule yet
Total	\$473,418.60

Balance remaining \$ 22,421.40

Board and Troy discussed the paving which was scheduled to be done on Hillcrest by the State this year. Troy tells the Board he received a response and Hillcrest is scheduled on the 2016 resurfacing program for District 5 with the State of NH. They have been doing work such as tree clearing and drainage work in preparation. However, Hillcrest is at the bottom of this list and if other jobs of higher priority get completed and funds are exhausted first Hillcrest will be bumped until next year. Troy told the Engineer the road was in failure, and he did not disagree he just could not commit to the project being completed this year.

Troy updates the Police Detail Fund Balance with the Board.

Current Balance in the Detail Fund is \$1,785.00 there are outstanding invoices totalling \$53,387.50 leaving a Fund Balance Total of \$55,173.36. Troy states Salaries due to General Fund are \$49,866.74 and Town owes the General Fund for NH Retirement a total of \$2,632.47, for NH Unemployment \$115.96, Workers Compensation \$277.14, Administrative Charges of \$579.77, Cruisers \$3,172.50. He states Karen has calculated how the amount outstanding for the first match of the Employees 457b contributions would affect the totals (some employees

have been paid and more are still contributing) but as of today the amount is 5,711.09. For a total Fund Balance of \$62,355.67 leaving a negative of -\$7,182.31.

Selectman J. Brunelle states this is as of today, and the Police Department is still continuing to work Special Details so this negative figure will continue to lower and become a positive.

Troy discusses with the Board how the hourly rate for the Police Special Detail Fund has continued to decline and he is concerned.

Selectman F. Byron states the Town is still not collecting enough money to cover the expenses for the Department to fund these special details. He states that he brought this up at the beginning of the year and showed the Board members and Chief his calculations, and the Police Chief and Board did not increase the hourly rate sufficiently.

Selectman S. Perry states when the rate was increased it was to cover these expenses

Selectman F. Byron states no it was below the recommended rate, and the Board and Chief agreed to review it again in 6 months.

Board discusses this issue, and how the hourly rate and the cruiser rate are calculated. As well as how many of the 9 Officers will be collecting these matches, some have collected their first and are working on the hours for the second 457b match.

Troy states he wanted to bring this to the Board's attention and they all continue to monitor the Fund.

Next Troy discussed how the hourly rate of \$64.00 is calculated for the Police Special Detail Fund.

Officer receives	\$44.90
NHRS 26.38%	11.84
Medicare	0.65
Unemployment	0.45
Worker's Comp	1.07
Admin. Fee 5%	2.25
Profit - Other	2.84
Total	\$64.00

Selectman J. Brunelle and the Board discuss why an Administration Fee of 5% is being charged and why that and the Profit (Other) are not both put into the Special Detail Fund to increase the balance. Troy states the fees are for accounting, billing, the chief scheduling and outside services. This is to ensure that the taxpayer is not charged for any aspect of Officers doing Special Details for the Town. Selectman J. Brunelle states that Troy and the Administrators are already getting paid to do their job, and these fees should be put back into the Special Detail Fund. Selectman F. Byron states the taxpayer should not be paying any money for a job that Troy or the Administrators do regarding the Police Department and its Officers doing detail work. Selectman J. Brunelle and the Board continue to discuss this matter and how the breakdown of the hourly rate should be put into the Special Detail Fund.

Selectman S. Perry asks a question regarding the breakdown of Officers hourly rates and the Profit captured who are hired prior to 7/1/2011 (cost \$61.16/ profit \$2.84) or after 7/1/2011 (49.32/profit \$14.68). Troy states the difference is the NH Retirement fees paid in by the Officers, there was an increase after 7/1/2011. Troy states an Officer prior to 7/1/11 makes \$2.84 as an hourly profit and would have to work 704 hours of Special Detail to earn the \$2,000 457b match. He broke it down to 88 days in a year that would have to be worked just Special

Detail, he feels this is impossible for an Officer to do.

Selectman S. Perry states that is why the cruiser fee (\$15) was always used to offset this dollar amount. But it is not being accounted for in these calculations any longer.

Selectman F. Byron states no, the cruiser rate is now used for the vehicle maintenance associated with that cruiser being used for the Detail. Board and Troy continue to discuss this issue, and how the fund was previously funded with both the Officer and the cruiser detail rates and with that money they were always able to fund the 457b matches.

Selectman F. Byron states the problem was the money came from the Budget to support the Police Department's vehicle maintenance and gas expenses, and it should be offset by the costs collected for that Officer and cruiser for that special police detail and not the taxpayer/citizens.

Board discusses the funding of the 457b and if the Officers detail rate should be increased to cover expenses or if the cruiser rate should be adjusted or used to help fund the (2) matches. They discuss the Police Contract signed between the Town and the Union states the price charged for a Special Detail Rate is the amount charged for a Master Patrolman in the first year of the contract.

Selectman F. Byron states that rate (\$64.00) can be changed but not the pay to the Officer of (\$44.90).

Troy states they should look at the possibility of increasing the Detail rate (\$64) and lower the cruiser rate of (\$15).

Selectman F. Byron states the Board and the Police Department did not wish to do this, they felt the Department would not stay competitive.

Troy suggests compiling a working committee to breakdown and discuss this issue and options.

Selectman J. Brunelle would like an update on the cruiser funds and what has been spent and the breakdown from that fund. Board agrees to continue this conversation at a future meeting.

Troy has the Board look at the 2016 Default Budget Adjustment spreadsheet he has shared and tells them there is a deficit of -\$9,371.00. He mentions he has attended some StormWater Meetings and the Town will not have to have to use the \$10,000 for the MS-4 Permit this year. The permit is expected to be issued later this summer and there will be a one year grace period for the Town to comply. So the funds set aside (\$10,000) for this can be used to offset the Default Budget leaving a balance of \$629.00.

Administrator Report

Town Administrator T. Brown states that a Citizen registered his vehicle and incorrectly stated the model of his vehicle, so the amount was stated incorrectly and the customer paid more for the registration. Apparently he did not have all the appropriate information listed on his paperwork. Town Tax Collector/Town Clerk Terri Briand told Troy that once a registration is completed it cannot be changed and re-registered. So the customer has written a letter asking for it to be corrected and a refund issued in the amount of \$41.00. Terri states it can not be corrected until next year when the vehicle is re-registered.

Board states this is a Town Clerk issue not a Board of Selectmen issue, and T. Briand should handle the issue according to her policies.

Selectman Reports

Selectman J. Brunelle states he has a Recreation Commission meeting tomorrow.
Selectman S. Perry states the Planning Board had a work session catching up the new members on site plans and reading subdivisions. There are two plans to review for the next meeting.

Selectman F. Byron mentions he started to get people together regarding the PFOA Water Contamination issue, but postponed it due to a meeting the State had scheduled for the 24th. He and Selectmen J. Brunelle will work on getting this together for a meeting on June 28th. Frank will share all the information and email addresses with John.

Troy mentions there will be a meeting with Liberty Utilities regarding the possibility of Natural Gas service being brought to the Schools/Town facilities.

Other Items - None

Items moved from consent - None

Selectman F. Byron **motioned** for the Board of Selectmen to adjourn the public portion of the meeting to go into (2) non-public session per RSA 91-A:3,II(a) - Compensation of a Public Employee

Selectman S. Perry **seconds** the motion.

Roll call vote - Selectman K. Bourque (yes), Selectman J. Brunelle (yes), Selectman S. Perry (yes), and Selectman F. Byron (yes). **Vote carries 4-0-0.**

Board of Selectmen will only come out of non-public to adjourn.

The next Board of Selectmen’s meeting will be on June 27, 2016 at 6:00pm at Town Hall

Frank A. Byron, Chairman

Brent T. Lemire, Vice Chairman

John R. Brunelle

Steven D. Perry

Kevin C. Bourque