

Town of Farmington
Board of Selectmen Public Meeting Minutes
Monday, March 5, 2018

Board Members Present:

Paula Proulx, Chairman
Neil Johnson, Vice Chairman
Jim Horgan
Charlie King
Ann Titus

Others Present:

Arthur Capello, Town Administrator
James Reinert, Fire Chief
Tom McQuade, Deputy Fire Chief
Riley Stanchina, Lieutenant
Scott DePalma, Highway Dept.
Fire and DPW Dept. employees
Residents Tim Brown, Angela Hardin,
John Law

1). Call to Order:

Chairman Proulx called the meeting to order at 6 p.m.

2). Pledge of Allegiance:

All present stood for the Pledge of Allegiance.

3). Public Input: None

4). Review of Minutes:

February 26, 2018- Non-Public Sessions A-E: Session E-remove “requested and” from the second sentence

Motion: (Johnson, second Titus) to accept Non-Public Sessions A-D as written and Non-Public Session E as amended passed 5-0.

5). Fire Chief:

Chief Reinert said he was asked by several Town employees to spearhead the discussion about the board’s recent decision to move from weekly to bi-weekly pay. He said that as a collective body they feel this will have a negative effect on almost every employee and that each employee has their own reasons for not being in support of this decision such as the disruption to personal finance systems already in place, loss of a recruiting tool for dept. heads and the loss of a fringe benefit which is moral killer.

He said the \$6,000 reported to be saved by moving to a bi-weekly system is only about 1 cent on the tax rate and if it the board’s ultimate goal is to save that amount of money that the dept. heads and the Selectmen could work together to find alternate means to “pinch the pennies”.

Chief Reinert said he also had a copy of a memo from Selectmen’s Secretary Megan Taylor-Fetter which states that many Town employees have expressed concern about the hardship caused to their budgets and the increased difficulty in tracking and processing payroll by

switching to a bi-weekly payroll.

He said small fringe benefits are going away for Town employees and the Town is on the lower end for wages and benefits with comparable sized communities.

Mr. King asked what fringe benefits are being lost from Town employees.

Chief Reinert said they really don't have any other fringe benefits. He said he is the only full time employee in his dept. so there is no retirement, sick time, vacation pay for the rest of his dept. and they rely on a weekly paycheck.

Mr. King asked if the competing towns in the area pay every two weeks.

Chief Reinert said some of them do and some of them don't. He said there is still a mix of pay schedules but those towns also have other amenities available to their employees.

He said the information was brought up at the last meeting but it wasn't fully discussed or looked into and there was no opportunity to have a discussion about how it will affect the Town and the employees.

Chief Reinert then thanked the board for the opportunity to discuss the matter with them.

Chairman Proulx asked if anyone else wished to speak and if they felt they had been represented the way they wanted to be represented by the Chief.

No one disputed that the Chief had represented the issue correctly.

Scott DePalma said he became an employee about 4 months ago and the selling point for the job that kept him from going to another town was the weekly pay. He said weekly pay was a big factor for him due to situations requiring weekly withdrawals from his paycheck.

Mrs. Titus asked Chief Reinert where the \$6,000 savings would be found if the board chooses not to go to bi-weekly payroll.

Chief Reinert said since he became Chief they have always been up against the School Board budget. The dept. heads, Selectmen and Bud Com have always worked well together to come up with budgets and \$6,000 in a \$6 million budget is pennies he said.

The Chief said he also assumed that the Town budget for the coming year had been established since it is now less than one week from Town Meeting and that it seems like this discussion could have waited until next year.

Mr. King said the \$6,000 represents over 40% savings on a line item (in the budget) which is a significant savings. The board has the responsibility to manage and control costs and 40% is a big number and is why the board felt we should do it. There's no more or no less to it he said.

Mr. DePalma said he heard that previously payroll was done in house and asked about the option to return to in house processing or trying to find other options.

Mr. Capello said that he would have to perform a cost analysis but felt processing the payroll in house would require the addition of at least a part time person to do the work.

Mr. King said they probably couldn't bring it back in house for less cost and that it's no different than looking at other services such as vendors for ambulance billing. It's unfortunate that people take it in a negative way but that is not how it was intended he said.

Chief Reinert said he didn't think the employees thought the board was out to get them and asked if a 40% cut in one line item is worth the upset of a number of the Town employees.

Discussion also included the current wage study, comparable wages in other towns, if wage studies are used or just put on a shelf, candidates/employees are not present when the board discusses compensation and employees' skill sets/experience is part of the discussion.

Resident Tim Brown said there are 2 unions in town and asked if the Town changes a working condition by going to a bi-weekly pay schedule if the union would have the right to grieve the action as an unfair labor practice at the Public Employee Labor Relations (PERL) Board. He asked how the Town would be saving any money by spending money for attorneys to defend the grievance at the PERL Board.

Mr. Capello said this is a management right retained by the Town in both union contracts.

Mr. Horgan said he had to leave this meeting to attend another meeting and asked to share his thoughts on the subject. He said the speakers had already touched on the issues that concern him about the turmoil created in somebody else's life by changing the pay structure. He said he would like to see a motion to reconsider the issue and then change it back or leave it as it is until such time as the entire employee network can be polled or at least be given an opportunity to plan accordingly.

Mr. Capello said the employees were given 3 months notice to plan ahead for the change.

Chief Reinert said employees received notification of the change the previous week and this was the first opportunity for them to come forward and address the matter with the board.

Mr. Horgan left the meeting at 6:25 p.m.

Mr. DePalma asked if every two weeks his pay would be double his pay for one week and about the effect on taxes and other deductions.

Mr. Capello said he had the payroll company run a \$1,000 weekly paycheck and a \$2,000 bi-weekly paycheck and the federal deductions for FICA, Social Security, Medicare, etc. were the same whether they are paid weekly or bi-weekly. He said he couldn't accommodate any other deductions an employee may have.

Mr. DePalma asked if it would put him into a higher tax bracket.

Mr. Johnson said it used to be that way but that was changed several years ago.

Mr. DePalma then asked about the effect of any overtime on his paycheck.

Mr. King said that overtime is calculated on a weekly basis even though it is paid every 2 weeks.

Lt. Riley Stanchina said he was supportive of saving money as he is a taxpayer here and commended Mr. Capello for finding small ways to save money that pay big dividends in the long run. He said the employees would have appreciated some notice before the board made this decision with some time to provide feedback about how this will affect them as many of them have their budgets and bill payments calculated with the dates locked in and it will be a lot of work to change it. There are 3 main things that employees count upon when they work for you- the safety of the work environment, the tools needed to do the job and the pay he said.

Mr. King said the issue was brought to the board and it wasn't ill intent. If we can't save \$6,000 here because it will cause too much heartache for the employees it may not be in the best interest of the Town's employees then we'll keep looking in other areas. He said he previously voted for the change but based on concerns brought forward he was not opposed to reconsidering it.

Mr. Capello said the board needs to make a decision at this meeting as he has already signed the contract to start the switch to bi-weekly pay periods.

Mr. DePalma said some employees might leave due to the bi-weekly pay schedule leaving the Town scrambling to find replacements.

Mr. King said if they are not happy with how they are compensated it's a free world and they can seek other employment.

Mr. DePalma asked about putting more of a work load on the remaining employees and what that would do to the guys that want to stay with the town.

Mr. King suggested that if this one thing is the straw that broke the camels back with those employees then they probably weren't that happy here to begin with.

Chairman Proulx said she was not prepared to change her decision without further discussion about where they are going to keep finding money to run the town.

Mrs. Titus said she had to struggle with getting paid every 2 weeks and how she was going to pay for things. She said it is good for the Town as we are saving money and Mr. Capello has given them 3 months to straighten out any situations they have.

Chief Reinert said there are still some unanswered questions about how to process the payroll for per diem employees, overtime and retired employees who can't work over 32 hours.

Chairman Proulx suggested Mr. Capello sit down with the dept. heads and discuss how the payroll processing would handled.

Mr. Brown said the Dept. of Labor must approve the change to bi-weekly and asked if the Town had received their approval.

Mr. King said he is an employer and he did not believe that is the case.

Mr. Brown said he would send the relevant RSA to Mr. King. He said he researched the matter for another town and found that if there is ever been a wage claim filed you can't go bi-weekly without permission from the Dept. of Labor.

Chairman Proulx said they would check into it.

Deputy Fire Chief Tom McQuade said he is one of the retired/32 hour employees the Chief spoke about. He said one of his jobs is to recruit per diem and call Firefighters and they use the weekly paycheck as an incentive to get people to come to Farmington.

He said he gets a monthly retirement pay from the state and the weekly pay from the Town helps him to bridge the gap between his monthly checks. He spoke about all of the expenses that come with raising children that aren't included in the monthly budget and that he may not be able to pay for with the change to bi-weekly paychecks.

Chairman Proulx said it looked like the decision would stay the same but that there were still a lot of things to iron out before they figure out what is really going on.

Mr. Johnson suggested they delay implementation for 3 weeks and look into it further.

Motion: (Johnson, second King) to delay the beginning of the implementation of the bi-weekly pay schedule for 2 weeks to give us an opportunity to research some of the implications from the NH Dept. of Labor and the impact on the Town staff passed 4-0.

Mr. Capello said he was going to look at it strictly from the retirement perspective and that he planned to e-mail the state retirement system for more information.

Chairman Proulx asked the Chief to send any other questions or concerns to Mr. Capello.

6). Plan/Schedule for Town Voting Day and Town Meeting:

Mr. Capello asked the board to appoint him as a stand-in because there must be a majority of the board present for Town elections.

Motion: (Johnson, second Titus) to appoint Arthur Capello as a stand-in for Selectmen for the Town Election Day passed 4-0.

Mr. Capello asked the board if there was anything they needed for Town Meeting.

Mr. King asked if there was a need for Town Counsel to attend the meeting.

Mr. Capello said he would advise them to have her there and that she is already planning to attend the meeting.

The board then discussed their schedules for Election Day and when each of them would be in attendance at the polls.

Mrs. Titus said voting is from 8 a.m. to 7 p.m. on Tuesday, March 13 and Town Meeting starts at 7 p.m. on Wednesday, March 14.

Chairman Proulx asked to have the information posted on the Fire Station bulletin board.

Mr. Capello said he would also ask the Selectmen's Secretary to send an e-mail blast with the voting/Town Meeting information to residents signed up to receive the Town website notices.

7). Lawrence Lane:

Angela Hardin said that following the previous meeting she contacted Berry Engineering to find out if they had any documentation on Lawrence Lane but did not receive a return call.

Mrs. Hardin said she spoke with the Planning Dept. Secretary Karen Clark who said there would not be any documentation on the subdivision at subsequent Planning Board meetings once it is approved. She said Ms. Clark referred her to the notes on the site plan for any conditions of approval required by the Planning Board but there were no conditions on the plan.

Mr. King said the conditions of approval aren't always on the plat but could have been included in the Notice of Decision (NOD). He asked about the recommended road construction standards and if Mrs. Hardin had a copy of the approved site plan.

Mrs. Hardin said she did not have a copy and that it is in the file on Ms. Clark's desk.

Mr. King said he was looking for information on the width of the travel way and the right-of-

way.

Mrs. Hardin said width of the pavement is 20 feet wide with a 50 ft wide right-of-way.

Mr. King said if the right-of-way is 50' on each side of the road that is considered sufficient for town roads. The right-of-way allows enough space for maintenance/repairs and if any ditching is needed. Currently the homeowners' association has rights to maintain or improve the road within the 50 feet he said.

Chairman Proulx said the documents provided say the water and sewer lines were to run along the road and asked where the lines are actually located.

Mr. Johnson said the Public Works Director recommended the water and sewer lines go up the left and right sides of each driveway and he did not think they were under the pavement.

Mr. King asked if when the Town took over Campbell Commons that the legal opinion was that it also took over the underground utilities such as the water and sewer lines.

Mr. Capello said the Town did not take them over and that is why there is a petitioned warrant article to take them over at this year's Town Meeting.

Mrs. Hardin asked if the Town owns the water and sewer lines in town.

Chairman Proulx said it depends on where the lines are located and the lines in a private homeowners' association are not necessarily owned by the Town.

Mrs. Hardin asked if Town road standards would have required that the pipes be located outside of the road (not under the pavement).

Mr. King said typically they are under the right-of-way but there is no requirement to put them there. He said without the plan you don't know where they are located.

Mr. Johnson asked if the homeowners' association is still in existence.

Mrs. Hardin said that it is on file with the Registry of Deeds and that it is not active now.

Mr. King asked if there are any dues required to be a member of association.

Mrs. Hardin said there are no dues required and some of the owners did not know it is a private road when they bought their homes.

Mr. Johnson asked if the private road designation was included on their deeds.

Mrs. Hardin said that information was not included on the deeds.

Mr. King asked if it was disclosed at the closing on the property.

Mrs. Hardin said it was not disclosed to them.

Mr. Johnson said there is no evidence the road was inspected or any verification that it was constructed to Town standards. He asked if Mrs. Hardin knew if there has been any maintenance of the roadway.

Mr. King said if the association is not collecting any dues there are no funds to do anything.

Mrs. Hardin said she was unaware of any maintenance or repair of the road. She said her husband plows the road with his truck and charges the neighbors a small fee to plow it which doesn't cover the cost to do it.

Mr. King said the key argument is to convince taxpayers that it was constructed per the

accepted standards of the plan presented and is not a liability to the taxpayers. He added if there was a bond posted to ensure the road was constructed properly as a condition of approval and the bond was released then someone said the road was okay.

Mr. Capello said he could not say if there ever was a bond or money posted for the road but he can say there is no bond now.

Chairman Proulx asked if the conditions of approval would be included in the minutes of the meeting when the subdivision was under review by the Planning Board.

Mr. King said the conditions would be included in the formal NOD and the meeting minutes and may be on the Site Plan.

Mr. King then asked if she had contacted the subdivision developer to see if he has any additional information available.

Mrs. Hardin said she contacted the developer and that he didn't think he had any records from the project. He recalled that he went before the Planning Board and had to put down a certain amount of gravel and pavement but did not remember if the road was tested during construction or if it was ever inspected by the Road Agent or third party inspector she said.

Mr. King said they may/may not want to request that the developer speak on behalf of the warrant article at Town Meeting.

Mrs. Hardin asked if hypothetically speaking, that the road was approved, was built and still is in adequate condition with no need for immediate major repairs, no traffic on the road to continue to wear down the asphalt if it would cause an undue burden to the taxpayers to take on a road like that.

Mr. Capello recommended the board not answer the question. There is a procedure that is supposed to be followed and it was not followed and an on the spot answer could be seen as endorsing or not endorsing the proposal he said.

Mr. Johnson asked if Mrs. Hardin knew a homeowners' association existed when they bought their house.

Mrs. Hardin said she knew of its existence and that she is the president of the organization.

Mr. King asked if based upon the wording of the petition that if approved the Town would only be adopting the road and not the infrastructure.

Mr. Capello said that is a question for the Town's attorney which is why she should be at Town Meeting. He suggested the answer would be the Town would not be taking over the infrastructure based on the Campbell Commons decision and their 2 petitions to accept the infrastructure on this year's Town Meeting warrant.

Mr. King asked if a petitioned warrant article can be amended from the floor of Town Meeting.

Mr. Capello said anything can be amended on the floor at the meeting.

Mrs. Hardin said she planned to make a motion to amend the article to include that the water and sewer lines also be adopted by the Town.

She thanked the board for their time and advice.

8). Town Administrator's Business:

A). Review of Sealed Minutes – Mr. Capello gave the board copies of all the sealed minutes from 2016 and 2017 and his recommendations on whether they should remain sealed or be unsealed. After reviewing both years, the board found there were 2 sessions from 2016 where they thought the sealed minutes should be unsealed but requested that Mr. Capello consult with the Town attorney first because the minutes concern discipline issues and include the employees' names. For 2017, there were 4 sets of sealed minutes that Mr. Capello recommended to be unsealed but the board disagreed due to on-going litigation and negotiations.

Mr. Capello said he will speak with the attorney and then follow up with the board.

B). Start Discussion of Wage Study- Mr. Capello said all of the information from responding communities has been compiled onto spreadsheets and asked the board for the next step.

Mr. Johnson suggested that they wait until after Town Meeting to make sure the salary adjustment line in the budget gets passed and then start looking at the pay scales.

Mr. King asked Mr. Capello to include any areas of deficiencies or concerns in a memo to the board for a future meeting.

Mr. Johnson asked Mr. Capello to set the information up by priority of things that need to be addressed immediately so the board can decide how to best spend the money.

Chairman Proulx asked if the per diem Firefighters were on the wage study list.

Mr. Capello said that category is not included on the list as the responding towns did not include that information. He added that some of the towns have full time Fire Depts. and don't use a per diem staff.

Chairman Proulx asked Mr. Capello to contact the surrounding communities that use per diem Firefighters to obtain the wage range in other towns.

Mr. King requested that he also ask if their per diem staff receives any benefits and the length of the shifts they are required to work.

Mr. Capello agreed to obtain the information but it won't be available until after Town Meeting.

C). RFP for the Master Plan- Mr. Capello said the Request for Proposals (RFP) for the Master Plan update was not yet ready for board review.

D). Broadband for Well Sites- Mr. Capello returned to the matter of installing broadband service at the Town wells' pump houses. He said the board must sign the letter authorizing revision of the Franchise Agreement between the Town and MetroCast to remove 2 service sites (PRV Vault and Transfer Station) and replace them with the 2 pump house sites.

Chairman Proulx asked what a PRV vault is.

Mr. Johnson said it stands for pressure relieving valve which is where the high and low pressure water systems meet.

Mr. Capello said there is no internet access at the PRV or landfill and that he did not foresee the

need for internet access there in the near future.

Mr. King asked if the PRV and Transfer Station sites were added to the Town's network and now they are not needed.

Mr. Capello said those two sites were not specifically added but were part of the original franchise agreement and were transferred to the most recent agreement. He said the only thing added to the agreement was the Public Safety Building.

Chairman Proulx said the Town would be responsible for the construction costs of approx. \$5,000 and \$100 for the software utility and asked if the software cost is \$100 per well.

Mr. Capello said he believed the cost is \$100 per well so the total software cost is \$200.

Ms. Proulx asked where all of these costs were included in the proposed budget previously presented by the DPW Director.

Mr. Capello said the costs were included in the budget but were removed because the board decided to fund the costs from the Future Technology Fund.

Chairman Proulx asked if there will be yearly fees or other costs if the Town decides to keep using the broadband system.

Mr. Capello said there would be no additional fees and that this cost is a onetime set up cost.

Mr. King noted that may true unless the equipment fails and has to be replaced.

Chairman Proulx then asked why the Town is making this change.

Mr. Capello said it is so they can better monitor the well levels. He said the current system consists of copper wire that runs from the wells to Rochester and back and is sometimes disconnected by the utility for use elsewhere and it will also remove the power connection that runs through the Metal Farm property.

Chairman Proulx recalled that this will enable the water operator to monitor the well levels remotely and asked who would have access to "dial up" the wells.

Mr. Capello said it will depend on how the DPW is structured and whoever takes over the dept. will be instructed not to give out the system access.

Chairman Proulx asked if the Town will receive more benefit with the new system with the extra cost involved.

Mr. Johnson said the current copper wire system costs about \$60 a month and every time it goes down they have to call the utility to diagnose the problem. He recalled the DPW Director said they also had to pay someone a minimum of 2 hours each weekend day to monitor the tank levels while the lines were down.

Chairman Proulx said the new system could potentially alleviate some over time issues.

Mr. Johnson said once the investment in the hardware and software is made, other than future maintenance there should be no other ongoing costs because MetroCast provides the connection at no cost.

Motion: (Johnson, second Proulx) to move forward with the broadband connections to Well #4/#5 pump house and for Well #6 pump house, install all of the necessary hardware and

software and MetroCast internet connectivity in exchange for the PRV Vault and landfill MetroCast connection sites that are in the franchise agreement;

Discussion: Ms. Proulx asked if the Town must wait for company approval to begin the project. Mr. Capello said as soon as the board signs the letter the work will be done.

Mr. Johnson said elimination of the phone company service would provide some additional savings for the Town.

Vote: The motion passed 4-0.

Selectmen then signed the letter.

E). Specs on new Wheel Loader- The board reviewed the specifications for a new 2017/2018 Caterpillar Wheel Loader the Town is looking to purchase with excess state road funds and the Clean Diesel grant. Mr. Capello said he would ask the Interim DPW Director to attend the next meeting and discuss the information with the board.

F). TIF District Deposit- Mr. Capello said that at the previous meeting Mr. King asked if Selectmen can make deposits into the TIF District account. He said it is allowed as long as it is done by a warrant article at Town Meeting specifying the amount of money to be deposited.

G). Meter Reading Time- Mr. Capello said the board also asked about the amount of time spent by Water Dept. employees to physically read the water meters. He said the dept. spends approx. 80-90 hours a year reading water meters.

Mr. King asked if the shop rate for dept. has ever been determined covering all of the overhead and expenses.

Mr. Capello said he has not calculated the shop rate for the dept.

9). Additional Board Business:

A). Waste Water Asset Management- Mr. Johnson asked about the status of the asset management program for the Waste Water Dept.

Mr. Capello said the work is in process and that Wright-Pierce reported that the process should be completed by the end of May.

B). Town Hall Broadcasting- Mr. Johnson asked if the set up to broadcast the Town Meeting at the Town Hall has been completed.

FCTV Coordinator Robert Hall said the set up has been completed and is operational.

10). Next Meeting:

Mr. Capello asked the board if they wished to schedule a board meeting for next week as it is the night before elections and then Town Meeting on Wednesday night. He said he did not have anything "pressing" that couldn't wait until the following week.

Consensus of the board was to not meet on March 12 unless something needing the board's immediate attention comes up. The next meeting is scheduled for March 19, 2018 at 6 p.m.

Mr. Horgan rejoined the meeting at 8 p.m.

11). Non-Public Session A:

Motion: (King, second Johnson) to enter non-public session under RSA 91-A: 3 II (b) Hiring passed 5-0 by a roll call vote (Proulx, Johnson, Horgan, King, Titus-yes) at 8 p.m.

Motion: (Johnson, second Titus) to come out of non-public session passed 5-0 at 9 p.m.

Motion: (King, second Horgan) to seal the minutes until the matter is resolved passed 5-0.

12). Non-Public Session B:

Motion: (Johnson, second King) to enter non-public session under RSA 91-A: 3 II (c) Reputation passed 5-0 by a roll call vote (Proulx, Johnson, Horgan, King, Titus-yes) at 9 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 5-0 at 9:30 p.m.

Motion: (King, second Horgan) to seal the minutes until the matter is resolved passed 5-0.

13). Non-Public Session C:

Motion: (Johnson, second Horgan) to enter non-public session under RSA 91-A: 3 II (a) Compensation passed 5-0 by a roll call vote (Proulx, Johnson, Horgan, King, Titus-yes) at 9:30 p.m.

Motion: (King, second Johnson) to come out of non-public session passed 5-0 at 9:45 p.m.

Motion: (King, second Johnson) to seal the minutes until the matter is resolved passed 5-0.

14). Non-Public Session D:

Motion: (King, second Johnson) to enter non-public session under RSA 91-A: 3 II (a) Compensation passed 5-0 by a roll call vote (Proulx, Johnson, Horgan, King, Titus-yes) at 9:45 p.m.

Motion: (King, second Johnson) to come out of non-public session passed 5-0 at 9:50 p.m.

Motion: (Johnson, second Titus) to seal the minutes until the matter is resolved passed 5-0.

15). Non-Public Session E:

Motion: (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (a) Compensation passed 5-0 by a roll call vote (Proulx, Johnson, Horgan, King, Titus-yes) at 9:50 p.m.

Motion: (Johnson, second Horgan) to come out of non-public session passed 5-0 at 9:55 p.m.

Motion: (Horgan, second Johnson) to seal the minutes until the matter is resolved passed 5-0.

16). Non-Public Session F:

Motion: (Johnson, second Horgan) to enter non-public session under RSA 91-A: 3 II (c) Reputation passed 5-0 by a roll call vote (Proulx, Johnson, Horgan, King, Titus-yes) at 9:55 p.m.

Motion: (Johnson, second Horgan) to come out of non-public session passed 5-0 at 10 p.m.

Motion: (Johnson, second King) to seal the minutes until the matter is resolved passed 5-0.

17). Non-Public Session G:

Motion: (Johnson, second Horgan) to enter non-public under RSA 91-A: 3 II (c) Reputation

passed 5-0 by a roll call vote (Proulx, Johnson, Horgan, King, Titus-yes) at 10 p.m.

Motion: (Proulx, second Horgan) to come out of non-public session passed 5-0 at 10:05 p.m.

Motion: Johnson, second Proulx) to seal the minutes until the matter is resolved passed 5-0.

18). Adjournment:

Motion: (Horgan, second King) to adjourn the meeting passed 5-0 at 10:05 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary

Paula Proulx, Chairman

Neil Johnson, Vice Chairman

Jim Horgan

Charlie King

Ann Titus