

ALTON BOARD OF SELECTMEN
Minutes
May 6, 2019
6:00 PM
1 Monument Square
Alton, NH 03809
Approved: May 20, 2019

Chairman R. Wentworth convened the meeting at 6:00 PM and led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence. The following staff members were present:

Reuben Wentworth, Chairman
Virgil MacDonald, Vice Chairman
Cydney Shapleigh, Selectwoman
Philip V. Wittmann, Selectman
Paul LaRochelle, Selectman
Elizabeth Dionne, Town Administrator

Agenda Approval

C. Shapleigh made a motion to approve the agenda as submitted and V. MacDonald seconded with all in favor of the motion.

Employee Recognition

Jamison Fellows

Officer Jamison Fellows and Police Chief Ryan Heath were called to the table to recognize Officer Jamison Fellows. R. Wentworth read the following into the record:

May 6, 2019

*Patrolman Jamison Fellows
698 New Hampton Road
Sanbornton, New Hampshire 03269*

Dear Jamison,

The Alton Board of Selectmen is proud to be writing this letter to express our appreciation for your outstanding performance and the important role shown while using your expert tactical skills regarding the tragic incident that transpired on March 15, 2019, one of which could have resulted in further life-threatening situations.

The volatility and stress of the scene cannot be overstated. Selflessly and without regard to your personal safety, you made quick decisive decisions as you were confronted with the reality of multiple injured persons in need of life saving measures along with the concern of an armed shooter at large that posed potential significant risks to you and all responders who were assisting. Along with the Regional SWAT team you tracked and ultimately apprehended the shooter, all while preserving the scene.

This shows your professionalism, your dedication and commitment serving as an Alton Police Officer and member of the Regional SWAT team.

We are deeply impressed by your exemplary and courageous actions and would like to congratulate and recognize you for a job well done!

Respectfully,

ALTON BOARD OF SELECTMEN

Announcements

R. Wentworth noted that the Alton town roads are no longer posted for weight limits.

Public Input I (limited to 3 minutes per person on agenda items only)

None

Appointments:

1. Levey Park Trustees Annual Update

Jonathan Downing, Levey Park Trustee approached the Board to give a brief status update on Levey Park. A handout was provided to the Board from the Society for the Protection of New Hampshire Forests. The Trustees consist of two (2) resident members and one (1) summer resident. The park is 10 acres with 2 miles of trails, which have been developed over the years, and includes a scenic view of Lake Winnepesaukee. The Forest Society holds an interest in the park and were not aware of it until the early 1990's. There are detailed covenants on the property which includes no structures or cutting of trees to name a few. In 1996, a mutual agreement was made by the Selectmen, Levey Park Trustees and the Water Commissioners. The Forest Society does a thorough review of the Park and if the rules and regulations are not followed they will simply take back ownership. A couple of abutters have infringed upon the Park; one is very minor with the other being a repeat offender of dumping leaves and such on Park property; they have been notified. It was suggested that another letter be sent. Shown on the map is "The Kettle Hole" which is believed to have been a meeting ground for Indian pow-wows. It is the intention to potentially hold a concert or pow-wow in the future.

R. Wentworth inquired about any work by the Water Department taking place regarding tree cutting. J. Downing voiced he believed that there would be a hard time given for cutting any trees by the Forest Society. There could be some catastrophic issues if no work is done. The Trustees would need to be consulted, recommendations made, then a referral to the Forest Society. V. MacDonald brought forth the abutter dumping debris. R. Wentworth asked that a paper trail be brought over to L. Dionne for review with the Board with follow up.

2. Police Department Annual Update

Police Chief Ryan Heath and Lieutenant Todd MacDougall approached the Board to give an overview of the Police Department. Current statistics were provided with an overall call volume to date of 3160 calls. R. Heath stated that it has been a very "trying" but well-handled year so far. Topics of discussion were cruiser leases, grants, special events, certifications, training and conferences were mentioned. The newest hire, Officer Nate Ayotte was introduced and will be graduating the Police Academy this week; he was congratulated. The Board was invited to participate with the department in a Special Olympics Law Enforcement Torch Run on June 7, 2019 at 4:30 AM.

R. Wentworth inquired about police presence in the Bay area for the Water Bandstand Day events; confirmed. K-9 Timber will be doing a demonstration during the events. In addition, there was State Police presence over the weekend in Town; they do not coordinate with the local department. Appreciation was noted for the efforts of curbing drug abuse within the community; great job! Several members of the department were introduced and commended for their work and Officer Johnson brought K-9 Timber in to see the Board.

New Business:

1. Supervisor of the Checklist Discussion

Sharon Kierstead, Ray Johnson Supervisors of the Checklist and Lisa Noyes, Town Clerk were invited to the table to discuss the wage structure for the Supervisors of the Checklist. S. Kierstead stated that the main purpose of the discussion is to have the Supervisors be paid an hourly rate opposed to a stipend; this was recommended by the Budget Committee during the budget process. This would need to be based on an average of the hours worked in the past. L. Noyes stated that this was put in for 175 hours per Supervisor per year for this year noting there is only one (1) election this year, every four (4) years this would change due to four (4) elections, it would be fluctuating dependent on the number of elections. Pay structure, past and present was mentioned as well as the changes in the way data is handled, paper vs. data entry. More time and more reports are required, each voter has a barcode therefore each voter has to be scanned after each election which is time consuming. The current

stipend is 1K per year. There is no formal training; it is in house. The Supervisor are continuing to meet in the basement, which is not an ideal location nor is it healthy; alternate locations were discussed with access necessary by the Town Clerk. R. Wentworth noted that the Selectmen need to work on finding a more suitable location for the Supervisors. In addition, as far as the pay structure, there is no problem looking into this however, there is no money to allow changes this year. L. Noyes noted that there is more money than what was asked for due to last year's budget being bigger than this year's and with a bottom line budget structure it was suggested to overrun the wage line item, there is more money in the printing line due to the smaller size of the ballot; there is bottom line money to cover this change. R. Wentworth feels that the 1K stipend needs to remain until it goes to Town Meeting to ask the voters to change, as it is an elected position. The employee manual was referenced. The Board needs to discuss this in more depth. Back and forth, discussion ensued with a question of whether the Selectmen are legally allowed to change it from a stipend to an hourly rate. Currently, S. Kierstead has already put in over 100 hours since the beginning of the year. A legal opinion was provided from Attorney Sessler, which would allow this to happen. R. Wentworth would like to see a breakdown of how this will be accomplished with estimated hours, which are unpredictable, line items it would be taken from, etc. before approving. No Supervisor will be paid unless they are working the hours. R. Wentworth requested to have minutes from a Supervisor's meeting showing that they approve going from a stipend to an hourly wage, nobody is paid unless they work the recommended four (4) hours per month, per supervisor. The Board's consensus is that this needs to be brought back to the Board at the next meeting. This information will allow setting a base for the changes.

2. Police Department; Humvee Sale Discussion

Police Chief Ryan Heath and Lieutenant Todd McDougall approached the Board for the discussion of the potential sale of the Humvee. This was not something that was solicited by the department, Shaun Manning owner of White Birch Armory approached the department while ammunition was being picked up at his location. Various offers were made; explanations were given regarding the federal grant (50% match) and work that went into the vehicle, costs and expenses, state bids vehicle and pricing for various GVW vehicles were given, fleet increases etc. The items that were provided by the grant will remain with the department. The cost of a comparable vehicle from state bid was \$23,346 the vendors final offer is \$24,400. Chief Heath noted that a pickup truck is more versatile than a Humvee. The match on the grant was \$24,999 the department put in roughly \$21,000. Discussion on the fleet included SUV's vs. Chargers, hauling of the ammunition and towing the trailer. R. Wentworth questioned the availability of the State Bid pricing on the vehicle information that was provided; R. Heath contacted directly, it is available. The length of the trailer was unknown at this time and rated at 7000 lbs. maximum. Concerns were voiced about an overload of weight on the axles with the vehicle specifications that were given and that a half-ton truck should not be pulling a trailer of its size. The Board was having issues with this proposal, it should go out to bid for all to have a chance. The Highway Department could always pull the trailer to a location if necessary. All vendor specifications were looked at from half-ton, three-quarter-ton and one-ton from the state inventory list. Increases to the fleet opposed to not increasing the fleet were discussed. The Humvee is not as universal as a pickup truck would be for the department. The timing of a sale is not appropriate in light of being under a default budget. A suggestion was for the Humvee to be used to go back and forth to the school.

It was the consensus of the Board to hold off/deny the request regarding the sale of the Humvee.

3. Hawker's and Vendors Application; Baked, Brewed and Organically Moo'ed, May through October

R. Wentworth made it known upfront that he will be voting against this application stating that previously a vendor request was denied; regulations were not changed for him to allow his operation. This person is conducting business similar to the businesses in the village. C. Shapleigh voiced concerns that we did not deny the person that he had to apply to the state. L. Dionne explained the ordinance that prevented that person from selling hot dogs within the bay. She explained that he had the option of going outside of the ½-mile radius of the bay to sell the hot dogs with permission from the landowners. L. Dionne explained that everything with this application was the same as last year when it was approved. R. Wentworth voiced concerns over the fact that this person would still be on someone's property. She may drive around but in order to sell she would need to stop for 10 or 15 minutes.

It was the consensus of the Board to hold off on the request until more research is done then the information brought back to the Board at the next meeting.

4. Special Event Application; East Alton Fire Association, July 4th Parade

R. Wentworth noted that within the Board packets there are memos from J. Dever stating that the water is not safe to drink at the East Alton Fire Department. Bottled water would need to be used for drinking purposes. Chief Heath approached the table. His only concern is that there should be some sort of patrol. R. Wentworth asked if for that hour, officers could be put out there for patrol. Chief Heath stated that he can't designate officers just for that in case there is an emergency elsewhere in the Town. He suggested that they designate one or two volunteers that could be at the end and beginning of the parade.

R. Wentworth made a motion to approve the Special Event Application for the East Alton Fire Association July 4th Parade on the conditions that the Police Chief sign off and that they have people in the front and back that meets his approval and approval of the BBQ on 7/27 and P. LaRochelle seconded with all in favor of the motion.

5. Special Event Application; East Alton Fire Association Annual BBQ, 7/27

Previously approved with Item #4 above.

6. Parks and Recreation Commission Appointments for two (2) Alternate Positions

Phil Wittmann made a motion to appoint both K. Roberts and J. Downing as Alternates for the Parks and Recreation Commission and V. MacDonald seconded with all in favor of the motion.

7. Trustee of Trust Funds Appointment Recommendation - Brad Smith

C. Shapleigh made a motion to appoint Brad Smith as a Trustee of the Trust Funds until March 2020 and P. LaRochelle seconded with all in favor of the motion.

8. Highway Department; Winter/Summer Hours Discussion

R. Wentworth stated that this was brought up before and he had spoken to K. Roberts about it. K. Roberts approached the table. He stated that he spoke to his crews and they do not have a problem with doing split crews. Some work on Mondays and some work on Fridays. C. Shapleigh asked if the secretary works Monday through Friday. K. Roberts stated that she works four 10-hour days. There would be no full crew until Tuesday, Wednesday, and Thursday.

C. Shapleigh made a motion to have the Highway Department staffed with split shifts Monday through Friday and have the Highway Secretary work Monday through Friday and R. Wentworth seconded with all in favor of the motion.

9. Highway Department; GMI Asphalt LLC, Paving on Gilman's Corner, Drew Hill and Marlene/Sunset Shores Road - Ratification of phone pole

R. Wentworth explained that a phone poll was done in order to lock in the price of supplies before the prices went up. K. Roberts stated that the price could have increased by \$30,000.00 because the prices fluctuate like they do with oil.

R. Wentworth made a motion to ratify the phone poll on the paving of Gilman's Corner, Drew Hill and Marlene/Sunset Shores Roads and P. LaRochelle seconded. R. Wentworth stated that he voted in favor on the phone poll. C. Shapleigh stated that she voted in favor on the phone poll. P. LaRochelle stated that he voted in favor on the phone poll. P. Wittmann stated that he voted in favor on the phone poll. V. MacDonald stated that he voted in favor on the phone poll. The motion passed. The motion was ratified.

10. Highway Department; State Bid Recommendation for Truck Chassis Purchase

K. Roberts discussed that if this is bid out other than State Bid pricing it would come in much higher which gives the town buying power; International was awarded the State bid and they ordered 132 trucks. The chassis does not include the sander, dump body, plow, etc. it is just the chassis. Several places for the build of the truck were discussed as far out as New York. The cost of the cab and chassis is a variable. The Warrant Article that was approved is \$180K all should come in below that amount. It was the consensus of the Board to get more definitive pricing and bring back to the next meeting.

11. Highway Department; Amend Right of Way Permit Requirements

K. Roberts requested to amend the Right of Way Permit requirements to include photos of the roadway, which will be used to document any damages to the road prior to the start of construction. There was an issue recently which prompted this request. This will help to determine who is responsible for damages to the roadway. It will be the responsibility of the company/person(s) to take the photos every 500' feet down the roadway; they should include pictures of any bad areas that they see. Anything over 6 Tons requires a Right-of Way Permit prior to any permit being issued by the Town. Several towns are requiring photos. This is for the protection of the residents/taxpayers of the Town. C. Shapleigh inquired about the damages and suggested possible legal action.

C. Shapleigh made a motion to approve the amendment to the Right of Way Permit Requirement and V. MacDonald seconded. The vote was 4 approved, 1 opposed, P. LaRochelle.

12. Highway Department; Authorization of Driveway Repairs located at 78 & 246 Woodlands Road - Approval

K. Roberts recommends that these driveways be fixed as they are experiencing water issues due to the reconstruction of the roadway. He recommends that they be re-milled and a new berm be installed to help divert the water from washing out their driveways. The money is to be taken out of the Road Reconstruction Fund. The cost is not available until the approval is given; if this is approved it will be coordinated with the current work being done on Marlene Drive. This should be an easy fix.

Virgil MacDonald made a motion to allow the use of the Road Reconstruction Fund to fix the driveways at 78 & 246 Woodlands Road and P. Wittmann seconded with all in favor of the motion.

Old Business:

1. Highway Department; Rock Crushing Bid Recommendation

Virgil MacDonald made a motion to award the bid for Rock Crushing to Northeast Earth Mechanics at \$5.88 per yard and C. Shapleigh seconded with all in favor of the motion.

2. Highway Department; Backhoe Bid Recommendation

K. Roberts provided the Board with a spreadsheet regarding the bids that were received for the backhoe. It was the recommendation to award the bid to Milton CAT based on the results; unknown was if the Board wanted a 5-year lease/purchase or a 7-year lease/purchase; noted was a 5-year is the better option. The initial payment would come out of the Capital Reserve Fund that has approximately 50K in the fund.

C. Shapleigh made a motion to approve the bid for the backhoe to Milton CAT with a 5-year lease/purchase payment of \$18,611 and P. Wittmann seconded. The vote was 4 approved, 1 opposed, V. MacDonald.

Selectmen Reports

P. LaRochelle reported that the ZBA has a new Alternate member, Thomas Lee. Currently there are two (2) alternates and four (4) members with hopes that one will become a full member. At the last meeting, they discussed one (1) Special Exception. In addition, the Water Bandstand Committee will be meeting with both the Police and Fire Chief's and they will be talking with the water ski team. A meeting with Marine Patrol took place; it is still unknown if they will go with Plan A (in the no wake zone) or Plan B (outside the no wake zone) but the permit has been issued.

P. Wittmann reported he met with the Parks and Recreation Commission who has again partnered with the Rev's United. They discussed the successful egg hunt, 5K Race, Fall/Winter programs, Scholarship requests. In addition, there were three (3) candidates for the Alternates positions on the Commission however; one (1) withdrew his application.

C. Shapleigh reported she has not had any meetings however she wanted it known that she received very positive comments regarding the Parks and Receptions Department about how many programs that are offered to adults and families. K. Troendle would need to answer the posed question about enrollment numbers in their programs.

V. MacDonald reported that the Water Department got the 8-inch water line fixed at Levey Park. The Planning Board met and discussed the excavation pits; he was surprised to hear that the owners were not contacted when we were told they were; a debate transpired regarding the subject, the process and notification. L. Dionne to follow up on the matter.

R. Wentworth reported that the Budget Committee has not met yet. In addition, he has spoken with K. Roberts on several occasions regarding work that his crew is doing he noted they are within their means. They have been out grading and rolling gravel roads.

Town Administrator Report by L. Dionne

Erosion Plan; Shibley's Restaurant/Town Dock Area

David Shibley is asking permission from the Selectmen to plant blueberry bushes along the banking around his restaurant; he was asked to join the discussion along with K. Roberts. There is quite a washout in the area (no culvert). The ownership is split, it is not monitored so whoever docks is what it is. K. Roberts is working with C. Balcus, Wetlands Engineer who is working on upgrading the Wetland Permit for the frontage. Large pieces of granite and loam were to be placed in the area with jute mat. No wetlands permit is needed for planting blueberry bushes. V. MacDonald suggested having the deck pressure washed and sealed by the Grounds and Maintenance Department; if it is the responsibility of the town then it should be done. K. Roberts noted that there is a lot more to it with the cribbing that needs to be straightened out, it needs some reinforcements to level the deck and the railing needs to be upgraded. The bushes are the low bush type and D. Shibley will maintain them; they will be hand dug. L. Dionne mentioned the 10-foot curtilage. The Board does not have any issues with this.

C. Shapleigh made a motion to approve the planting of the low blueberry bushes on the bank around Mr. Shibley's Restaurant after the work has been done by the Highway Agent and P. LaRochelle seconded with all in favor of the motion.

Tax Warrant

To make the Board aware the semi-annual tax warrant will be printed on May 13th and must be signed by the Board according to RSA 76:15-A by May 15th; the Board will be notified to come in for signing, once signed the tax bills can go out.

Public Hearing Date; Rumble Strips

A reminder regarding the Rumble Strip Public Hearing. The date has been changed to Wednesday, May 29th at 6:00 PM, Prospect Mountain High School Auditorium. The public is encouraged to attend and to send letters to the Governor.

DOT Light Removal

A letter was provided from NH DOT in regards to the overhead flashing light at the intersection on Route 11 just east of the traffic circle. They have evaluated it and determined that there is no longer a need for it; it will be removed.

Approval of Minutes

April 15, 2019; Public Session

C. Shapleigh made a motion to approve the minutes of Public Session, April 15, 2019 as presented and P. LaRochelle seconded with all in favor of the motion.

April 15, 2019; Non-Public Session I

C. Shapleigh made a motion to approve the minutes of Non-Public Session I, April 15, 2019 releasing #1, 2 & 3 and P. Wittmann seconded with all in favor of the motion.

Approval of Consent Agenda

C. Shapleigh made a motion to approve the Consent Agenda as presented and Paul LaRochelle seconded. R. Wentworth noted that there are new hires; the rates of pay for these were questioned. L. Dionne stated #3 and #4 were the lower amount for 2018 and #2 is believed to be at the 2019 rate with 2% COLA. R. Wentworth requested the motion be withdrawn or amended with items 2, 3 and 4 moved to Non-Public Session.

C. Shapleigh amended the motion to approve the Consent Agenda, Item #1 only and R. Wentworth seconded with all in favor of the amended motion.

1. Land Use Items:

Current Use Applications

White Family Trust	15 County Road	Map 16 Lot 16-4	22.77 acres
Green Acre Woodlands Inc.	Hayes Road	Map 19 Lot 37	12 acres

Veteran’s Credits Applications - denial

David Fencer	583 East Side Drive	Map 14 Lot 19-2	\$750
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Elderly Exemptions

Stephen J. Detomasi	501 Stockbridge Corner Road	Map 5 Lot 34	\$40,000
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Yield Tax – Timber

Murtagh Family Rev. Living Trust	Map 15 Lot 5	Operation #18-011-16 T	\$2421.90
Knox Family Trust of 2016	Map 5 Lot 72-2	Operation #18-011-19 T	\$ 556.66
Robert A. Hotchkiss	Map 19 Lot 65	Operation #18-011-18 T	\$ 669.09

2. Moved to Non-Public

3. Moved to Non-Public

4. Moved to Non-Public

Public Input II (limited to 5 minutes per person on any Governmental/Town Business)

Linda Roy and Scott Powers approached the Board to discuss a problem at the end of her driveway. K. Roberts was consulted last week by the owners, he explained to them that the road was engineered to put ditches and culverts at the end of driveways; they were poorly engineered not only on Drew Hill Road but on other roads. It is a 15-inch pipe that is sticking out of the ground (photos provided); K. Roberts suggested to install a 10-inch pipe. The pipe is believed to have been installed back in 2004/2005. The problem has gotten worse and worse. In L. Roy's mind, there was no authorization to install a ditch/culvert at the end of the driveway. Time expired. K. Roberts was requested to approach the Board for clarification, the Board agreed.

Further Discussion: K. Roberts spoke on the subject and noted that driveway culverts are only replaced when it is total new reconstruction. K. Roberts assumes that that road was built in 1994. The photos were viewed and explained. It gives the appearance that the frost is what caused the recent issue and the Town cannot control the frost. With this having taken place over 15 years ago, it is the responsibility of the homeowner to fix and maintain. R. Wentworth suggested that L. Roy and S. Powers contact the Highway Department and work with them to fix the problem correctly as the work is in the town's right-of-way.

Loring Carr asked for clarification on the Right of Way photos discussion that took place regarding vehicles doing work. R. Wentworth explained the process and called upon K. Roberts to further clarify. This pertains to any work, new construction or additions/modifications to a structure if the delivery weight is over 6-Tons, it will need the photos and a Right-of-Way permit according to the Ordinance. L. Carr does not agree with tonight's decision that was made.

Bob Holt approached the Board to question the 5-year backhoe lease/purchase and what happens at the end of the term. R. Wentworth explained the town owns it, there is no big payoff. In addition, he questioned Article #35 (Hayes Road) what are the plans, K. Roberts is looking at it but does not see any paving; this would have to be brought up to town specifications and would be under Road Reconstruction; there is no money to do that, it has not been addressed at this point in time. To the best of his knowledge there is \$545K left in the Road Reconstruction account which does not include the cost of the recent roads that were paved (estimated \$225K +/-). The block grant money is not applied for, it is awarded to the town and is approximated to be around \$190K/\$198K; the money will probably be used for emergency purposes, this is a road reconstruction fund; B. Holt disagreed. The cost for driveway repairs on Woodlands Road was questioned, being unknown at this time but thought to minimal.

Steve Parker approached the Board voicing that if there is going to be a waterski show that it needs to be inside the bandstand area which is how it was done previously. Further, he questioned the weight limit discussion R. Wentworth again explained the 6-Ton limit. In addition, he questioned if new molding on the posts was going to be placed on the Town Docks; R. Wentworth deferred the question to the Parks and Recreation Department.

Loring Carr voiced he does not understand, 6-Tons is 6-Tons whether it be a delivery of a motor home or oil.

Discretionary Action on Requests for Appointments (No discussion, majority vote required to allow/not allow appointment)

Mount Major Snowmobile Club; Bridge Replacement on Alton Mountain Road

V. MacDonald made a motion that the Board allow the bridge to be reinstalled.

Discussion transpired amongst the Board regarding V. Bergeron's request for an appointment. K. Roberts approached the Board stating that the problem with this bridge is, it is on the new trails that were adopted therefore it is on the Class VI portion of the road, there are other residents that are on the other side. Stipulations will need to be made, that those residents are contacted, and that the bridge is built and designed properly. This is not just a skimobile or hiking bridge, it is a bridge for vehicles and it needs to be built with a certain amount of standards. In addition, the Board will need to sign off on a wetlands permit because it is on Town property. There are a lot of things that the Board needs to be aware of it needs to be built heavy enough for possible future development with potential for heavy equipment crossing. It is not just a skimobile/hiking bridge.

C. Shapleigh made a motion to approve the appointment for Virginia Bergeron, Mount Major Snowmobile Club and P. LaRochelle seconded with all in favor of the motion.

Non-Public Session:

R. Wentworth made a motion to enter into non-public session pursuant to RSA 91-A:3, II (c) (b) and (a) at 9:16 PM and C. Shapleigh seconded. The Board was polled in the affirmative by roll call with all in favor of the motion.

P. LaRochelle, yes
P. Wittmann, yes
C. Shapleigh, yes
V. MacDonald, yes
R. Wentworth, yes

A five (5) minute recess was taken.

R. Wentworth moved at 9:52pm to exit nonpublic session. C. Shapleigh seconded. Roll call vote:

C. Shapleigh - yes V. MacDonald - yes
P. Wittmann - yes P. Larochelle - yes
R. Wentworth - yes Roll call vote carried unanimously.

C. Shapleigh moved to "not divulge" item #1 in the minutes because divulgence of the information likely would affect adversely the reputation of any person other than a member of this board. V. MacDonald seconded.

Roll call vote:

C. Shapleigh - yes V. MacDonald - yes
P. Wittmann - yes P. Larochelle - yes
R. Wentworth - yes Roll call vote carried unanimously.

C. Shapleigh moved at 9:52pm to adjourn. V. MacDonald seconded. Motion carried.

Respectfully Submitted,

Mary K. Jarvis

Mary K. Jarvis
Recording Secretary

