

ALTON BOARD OF SELECTMEN  
Minutes  
May 20, 2019  
6:00 PM  
1 Monument Square  
Alton, NH 03809  
Approved: June 3, 2019

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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**

R. Wentworth requested and made amendments to the agenda adding an announcement and under Old Business #6, Fuel.

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

**Announcements**

R. Wentworth praised both the Police Department and Fire Department for their work this weekend; they were quite busy this weekend with accidents and a rescue up on the mountain. They all did a fabulous job and are commended.

- Town Offices will be closed on Monday, May 27<sup>th</sup> in observance of Memorial Day.
- A meeting will be held with the BOS and NH DOT on Wednesday, May 29<sup>th</sup> at Prospect Mountain High School Auditorium at 6:00 PM to discuss the Rumble Strips on Route 28. All are encouraged to attend and to write to the Governor's Office; flooding them with paper voicing their concerns.

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

At this time, Leslie Rentel, Secretary for the Mt. Major Snowmobile Club informed the Board that she was present in place of Virginia Bergeron.

None

**Appointments**

1. Conservation Commission Annual Update

At this time, nobody was present to give an update.

2. Mt. Major Snowmobile Club; Virginia Bergeron

L. Rentel was called to the table to speak on behalf of the Mt. Major Snowmobile Club proposal for a new bridge. K. Roberts, Highway Manager was asked to join the conversation. L. Rentel stated that there is a trail at the tail end of Alton Mountain Road Class VI section, which has been there for decades; it had a small bridge over a portion of it however, it has been inundated with flooding because of a large beaver dam. The new property owner had the area logged and needed to have the small bridge removed in order to allow the logging truck to run the road.

It was replaced with gravel, which did nothing for the flooding across the road. A heavy-duty beaver culvert was placed but the beavers have constantly buried it. The Club has applied for a grant with the State and would like to go back to a very heavy-duty bridge that would handle vehicular traffic. We need permission of the Town as landowner. K. Roberts asked if the grant or is DES is requiring any engineering for the crossing; L. Rentel was not aware of such. K. Roberts urged caution to the Town. Anything over 10 feet is considered a bridge otherwise; it would be considered a passage or considered a box culvert. From the Town's standpoint, something should be brought back to the Board regarding the load rating and there should be some type of guardrails from a safety perspective. The Club has considered placing Jersey Barriers with a wooden deck on top with a potential of 6x6 carrying beams and 2x12 decking; this is acceptable by the State of NH. All this should come back to the Board for consideration for review. V. MacDonald suggested that the bridge be replaced with what was previously in place and if the new landowner wants to develop the property then they would be required to replace it, it was supposed to be fixed but was not. There was a bond that the Town held and the Club had to sign off on it, not knowing that the beavers would cause such an issue. No matter what, a plan needs to be on file and the potential for signage "pass at your own risk" or something to that effect. It is the beaver pond on one side and the brook on the other side. The Town's liability is the issue. The previous bridge was three (3) telephone poles and 2x12 decking which held up very well. The digging will be within the road, no matter what DES will need to be involved. It was suggested that signage be placed. It was the consensus of the Board to have K. Roberts work together with the Club to come up with a basic drawing, load bearings of the beams to at least allow small vehicle traffic and no heavy vehicle traffic.

### 1. Conservation Commission Annual Update

Gene Young addressed the Board to give a general overview of the Conservation Commission plans as to where they will be headed in the near future. There are four (4) areas that the Commission is hoping to address. The first are conservation activities. Behind the scenes we are working with the Belknap Range Coalition trying to find more properties to conserve and hope to expand the general activities of conservation; this will partially be obtained by working with other groups such as Lakes Region Conservation Trust, Forest Service and Fish and Game. A map was provided to the Board showing the conservation focus areas for Alton. The West Alton Marina Development may provide quite a bit of available money through mitigation to use for a conservation project for the town. The most logical thing to do with this would be to try to protect the West Alton Brook and keep the lake healthier. Town owned Conservation land is roughly 500 acres most of which is around Gilman Pond and would like to see that managed more actively. Better trail network is being developed for people to be able to use more and we welcome hunting and fishing; it might be time to look into forest management and to encourage private landowners who have easements to manage their properties better. The Commission has been working with the Parks and Recreation Department on distributing trail maps for visibility. There is more and more invasive species such as the Emerald Ash Borer in the Alton Forest across the bay. On another note and in regards to the Cyanobacteria problem it appears that the Watershed Management Plan will probably be completed in the middle of June; public meetings will be set up. It appears to be a bigger issue, not only from the phosphorous from the Fish Hatchery (Merrymeeting) there is a lot coming in from the Coffin Brook area and a significant issue at Mill Pond and wonders who will be involved and lead and be in charge of this. R. Wentworth inquired if perch had been taken out of Mill Pond and if the additional signage was in place; G. Young was not aware but would get an answer.

### 3. Town Clerk Annual Update

Lisa Noyes, Town Clerk/Tax Collector gave a status update in regards to her department. L. Noyes informed the Board that the State is terminating on June 30<sup>th</sup> their contract between the Town's and State for the service and maintenance for the Lexmark printers which are used for printing motor vehicle registrations and titles. There are certain specifications they are requiring; IT is aware. There will be paperwork to follow transferring ownership from the State to the Town that will need signing (unknown who is to sign). Statistics were given on the Rabies Clinic, Motor Vehicle Registrations, Civil Forfeitures List, Audit Reports (Town and State) both in good order, tax bills and mailings, lowering of interest rate beginning April 1, 2019 as passed by Legislature, liens/execution, tax deeding, motor vehicle renewal letters, etc.

## New Business

### 1. IT Project Summary; Researching Municipal Finance Software

This item was postponed.

### 2. Annual Town Dock Usage Request; NH Boat Museum, 2019 Boat Show, Sat, August 10<sup>th</sup> 7am/noon-Approval

C. Shapleigh made a motion to approve the NH Boat Museum Request for Dock Usage on Saturday, August 10, 2019 for the Annual Alton Bay Boat Show and P. Wittmann seconded with all in favor of the motion.

### 3. Appointment Renewals; Health Officer and Deputy Health Officer

C. Shapleigh made a motion to appoint John Dever III as the Health Officer and Cynthia Calligandes as the Deputy Health Officer and V. MacDonald seconded with all in favor of the motion.

### 4. Special Event Application; Old Home Day Parade, August 10, 2019 - Approval

C. Shapleigh made a motion to approve the Special Event Application for the Old Home Day Parade by the Alton Business Association (ABA) on August 10, 2019 and P. Wittmann seconded with all in favor of the motion.

### 5. Highway Department; Inspection of Private Winter Maintained Roads

Ken Roberts, Highway Manager was called to the table for discussion. There is very little maintenance done on the winter maintained roads, which has become a problem for the Town vehicles to perform maintenance. There is nothing in place for any maintenance. An inspection report was provided and can be modified as necessary. This is not to bring a road up to Class V standards. K. Roberts suggested that the properties be inspected in June, notify all of the landowners that upgrades need to be done to the roadways then re-inspected prior to winter and if nothing has been done it would be brought back to the Selectmen as to whether or not we continue to maintain. The Board was invited to attend any inspection of the roads in question. R. Wentworth feels that the date needs to be changed to no later than October 30<sup>th</sup> to allow plenty of time to meet the standards. C. Shapleigh suggested adding Proper Turnaround into the report. There are only eight (8) roads; V. MacDonald as Highway Representative will accompany on the inspection and P. LaRochelle offered to go on the inspection if necessary. Notices should be signed by all Selectmen. This will begin on June 1<sup>st</sup>.

### 6. Fire Department; Grant Writing Company Discussion

Jim Beaudoin, Fire Chief and Patrick O'Brien, Captain approached the Board for discussion. Chief Beaudoin noted this service is prompted by the Ladder Truck going out of service. A list of services was provided with cost estimates for getting the truck back on the road with estimates being at least 5K but probably closer to 10K. Captain O'Brien explained the outrigger piston rebuild and offered the Board to view the vehicle. The ladder truck is old and well beyond its NFPA life span and feels that we are putting a lot of money into something that really needs to be replaced and it is not safe. At this point in time we are in a priority area for replacement due to the age of the truck. The Chief spoke with other Chief's in the area who have worked with a grant writing company called First Responder Grants; for \$1500 the company will work with the Chief to build a grant that will most likely go through for approval. There may even be the possibility for a 100% grant without the Town having to match anything based on the age of the truck and the lack of the NFPA safety requirements. In addition, they will do up to four (4) grants in a year timeframe. The Fire Boat will eventually need to be replaced and planned within CIP and may not be available within the CIP money. The grant writer believes that this could be another avenue based on our demographics for another grant that we would do very well with. The cost for the grant writer is \$1500 and there may be some with matched funds. The thought is a line should be added within the budget with money added each year for financial responsibility to the taxpayers. Once there is a contract in place then it will be for a full year's service; they do grant searches looking for the grant that we would most likely win. The most common grants are Assistance to Firefighter Grants and will be opening up in the next month with nationwide searches. Currently New Durham is automatically covering services for everything.

P. LaRochelle made a motion to approve the \$1500 grant search for the Alton Ladder Truck and P. Wittmann seconded.

C. Shapleigh amended the motion to hire the Grant Writer for up to four (4) grants per year not limited to the Ladder Truck and P. Wittmann seconded the amendment with all in favor of the amended motion.

7. Fire Department; New England Association of Fire Chief's Conference Overnight Training - Approval

Chief Jim Beaudoin is requesting approval for overnight travel for himself and Deputy Chief Turcotte for the New England Association of Fire Chief's Conference.

C. Shapleigh made a motion to approve the Chief's request for overnight training for Fire Chief Beaudoin and Deputy Fire Chief Turcotte and V. MacDonald seconded.

Discussion: V. MacDonald asked for clarification on the dates; the Chief explained.

The motion on the table was called with all in favor of the motion.

R. Wentworth saw the email to the Board regarding what his and the Police Department did and thanked the Chief.

Old Business

1. Fire Department; Decision on Bid Results, Old Ambulance 2

J. Beaudoin noted that not many people want a vehicle that has a blown motor. R. Wentworth suggested the possibility of the Highway Department hauling the vehicle for scraping which would eliminate the cost involved for removal. The cost to haul today is approximately \$750; all equipment that is useful to the department has been removed. K. Roberts was consulted regarding hauling the vehicle for scraping; his response was "yes, 30 Ton".

C. Shapleigh made a motion to allow the Chief's recommendation to scrap the vehicle having the Highway Department tow the vehicle and P. LaRochelle seconded with all in favor of the motion.

Note: Arrangements to be coordinated between the departments for hauling.

2. Supervisor of the Checklist; Discussion on Wages

Sharon Kierstead, Ruth Larson and Ray Johnson, Supervisors of the Checklist and Lisa Noyes, Town Clerk/Tax Collector addressed the Board in reference to the wage structure for the Supervisors moving from a stipend to an hourly rate of \$11.00 per hour. The previously requested information was provided to the Board along with the opinion from Attorney Sessler stating that the Board does have the right to change the wage structure. L. Noyes agrees that there is money in the budget to support the change. V. MacDonald still feels that this should go to the people to vote on the change. C. Shapleigh noted that the bottom line budget is not being changed just how the money is being used within the line items. R. Wentworth has had a change in his opinion regarding the structure change due to researching this further. This will not change the bottom line budget just the individual line figures. The stipend is not always appropriate as some years there are four (4) elections with the work not being commiserate to the amount of work. S. Kierstead stated to date with all the work that has been done there still remains another 102 hours from May 10<sup>th</sup>. There are State mandated times that still need to be worked and are required. A comparison to other departments was stated. R. Larson voiced that this is not a "cushy" job that people are lining up for, it is to the Town's and State's advantage to have people doing this work that are computer savvy; this change may attract more people to the position.

C. Shapleigh made a motion to approve the change from a stipend to an hourly rate (\$11.00) as presented and P. LaRochelle seconded.

Further Discussion: P. Wittmann asked if this was just for this particular time then put before the people in the next budget season. R. Wentworth responded, "If it is changed now to by the hour, it stays by the hour". It was suggested to add, that it goes before the people to be voted on next year. P. Wittmann would like it amended as stated.

P. Wittmann amended the previous motion to add that it goes before the people to be voted on next year, good for only the 2019 calendar year and V. MacDonald seconded. The vote was 2 approved, 3 opposed. Amended motion fails.

C. Shapleigh reverted to the original motion, to approve the change from a stipend to an hourly rate (\$11.00) as presented and P. LaRochelle seconded. The vote was 3 approved, 2 opposed, V. MacDonald and P. Wittmann. The motion passes.

R. Wentworth notated that the Board seriously needs to look into getting the Supervisors of the Checklist out of the basement into a better working environment. It was requested that S. Kierstead come up with the square footage that will be necessary for a working office then report back to the Board for resolution. It has to be accessible by the Town Clerk.

### 3. Hawker and Vendor Application; Baked, Brewed and Organically Moo'ed, May through October - Approval

This was previously discussed however, the fees were not discussed. This vendor was never assessed any fees last year. L. Dionne provided vendor fees from various Town's in the State. R. Wentworth personally feels that the \$500 fee is excessive for a 30-day period, there should be a fee per year whether it be for a vendor traveling on the roads or set up on private property, if someone wants a seasonal permit it should be less expensive and a one-day special event it should be a heavier fee (\$50 to \$100 suggested). How will the season be defined? The season should be defined as May to October or per calendar year with no problem for a \$500 fee for that timeframe. There are no more vendor spaces; they have been eliminated. Non-Profits the Board should have the right to waive the fees. This particular vendor will not be allowed to sell in the bay area, does this have an effect. We cannot control state or private properties. This vendor will just be passing through the Town. C. Shapleigh would like to see the whole Ordinance re-visited in the future with Board members agreeing. R. Wentworth is asking the Board for their recommendation. C. Shapleigh asked for clarification due to a thread going around town about an aggressive book salesman that has been harassing people. It was erroneously reported that the Selectmen had approved him for a permit and it should be pulled. Other vendors were mentioned. Door to Door should have a permit. Officer Glidden was called to the table and would need to look into this before giving an opinion on whether they need a permit or don't need a permit for door to door sales. R. Wentworth feels that Attorney Sessler should be consulted for his opinion. This vendor should be treated the same as any other vendor such as a Schwan's truck type of business. A person that goes door to door is different from a person with a food wagon; the person stopping on the street is less offensive than a person going door to door; it is your choice to go to them. C. Shapleigh's opinion is that an annual permit for \$500 is fair; this will require the Board to change the vendor fees. It was reiterated that this needs to be revisited. May to October or annual fee and the policy will need to be amended.

C. Shapleigh made a motion to amend the Hawkers and Vendors permit fees to \$500 annually/per calendar year or \$100 per Special Event and P. LaRochelle seconded with all in favor of the motion.

It was noted this will be revisited.

C. Shapleigh made a motion to approve Baked, Brewed and Organically Moo'ed, May through October for an annual fee of \$500 and V. MacDonald seconded with all in favor of the motion.

### 4. Highway Department; State Bid Recommendation for Truck Chassis Purchase

Ken Roberts was called to the table to address the Board in regards to the purchase of a truck chassis from International based upon the State bid for a cost of \$92,344, which leaves plenty for the equipment under the 180K appropriation. At this time builders for the vehicle are still being sought out; there is nobody local and will not be bid out until builders are found; this would need to come back to the Board for approval. Various builders

were discussed. The rough estimate for equipment will be around \$74,000. The build timeframe could go out well over a year, it is unknown and is that far out. The factory only offers the equipment then it needs to be built. State trucks are built in-house and the last truck we built in-house took quite a while.

V. MacDonald made a motion to allow the Highway Department to order through the State Bid at \$92,344 for the cab and chassis and put the dump body and equipment out to bid and P. LaRochelle seconded with all in favor of the motion.

#### 5. 153 Drew Hill Road Culvert Discussion

V. MacDonald requested that this be placed back on the agenda, to discuss the culvert at 153 Drew Hill Road noting that when the work was done up Gilman Road replacing culverts through there then ditched down Drew Hill Road. Ken Roberts voiced that they did not rebuild all of Drew Hill Road, it was only rebuilt down to Hayes Road and not all the way to Route 28, and we only cleaned the ditch lines. Why was that culvert not fixed? Anything from Hayes Road to Route 28 no culverts were changed; normally driveway culverts are not fixed. K. Roberts stated if you do one you better be prepared to do them all. There may be 100 at \$1,000 a piece around Town that need to be replaced; it is a substantial cost. That section of Drew Hill Road was not rebuilt, it was ditch line work only. K. Roberts would be happy to do so if directed by the Board and noted that by RSA, that is the reason it was not done. R. Wentworth mentioned that this culvert dates back to 1994/1995 the homeowners need to take responsibility. V. MacDonald was urged to read the RSA. Drew Hill was a resurfacing project. This did not happen overnight; there is a lot of history to this issue with the original complaint being about the ditching; no full story. The culvert that is currently there will not be usable. It would be up to the Board of Selectmen to allow the Highway Department to re-dig the culvert area for the betterment of the road; the Town should not pay for the culvert. R. Wentworth feels that it would be in the best interest of the Town if the homeowner had the culvert that the Town install it so that we know it is done properly. A permit is required by anyone who does this type of work.

#### 6. Fuel

V. MacDonald requested to have a discussion on the purchase of fuel for Town use and asked K. Roberts what the State price was on fuel. Lt. MacDougall had done research on this and shared it showing that the State fuel price is lower than Citgo however, they use both depending on where they are located. We have to obtain key faubs from the State and the information all needs to be reconfigured. L. Dionne will confirm that all departments are made aware of this.

It was the consensus of the Board to make sure that all departments are set up for purchasing fuel from the State as the prices are less expensive than the Citgo Stations or go to whichever is least expensive.

#### Selectmen Reports

P. LaRochelle had nothing to report.

P. Wittmann met with the Old Home Week Committee with discussion on a number of ads that had not come through yet; various members were assigned to contact people. Some of the events were discussed such as the craft fair, boat show, concerts, fireworks, cribbage tournament, band the night of the Barbershopper's, Block Party at RR Square and a need for more volunteers.

C. Shapleigh had nothing to report.

V. MacDonald had nothing to report however, he wanted to bring forward the Notice of Intents for the gravel pits. When speaking with Mary Pinkham-Langer about the paperwork they are tax documents and it is tied to the 155E Regulations. This is a State tax document so that they know what is going on with the gravel and they pay the tax on it. V. MacDonald feels they should be signed and should not be used to hold them hostage over permits; reconsideration should be given to sign them; they are for taxing the gravel and without having the proper people to discuss this with, R. Wentworth asked for further clarification and noted he allowed this discussion tonight under the Selectmen's report opposed to Non-Public Session as it didn't apply.

R. Wentworth noted that there is no American Flag at the New Riverside Cemetery for Memorial Day and has not had one all Spring; it needs to be fixed. Old Riverside Cemetery Flag is tattered and should be replaced before Memorial Day. In addition, it was stressed that the mowing should be completed for Memorial Day feeling that the mowing should have started Wednesday so they will be ready for next Monday; and offered that if they need help after 5:00 PM he would be happy to assist with mowing. L. Dionne stated that the Parks and Recreation Director assured her that this would not happen again this year; she will touch base with the department for assurance. R. Wentworth was not able to attend the Cyanobacteria meeting due to a prior commitment and the Budget Committee meeting was postponed.

#### **Town Administrator Report** by L. Dionne

##### Tax Deeding Properties

A document of the current tax deeding properties was provided to the Board, highlighted are the parcels that have hit the three (3) plus year mark and are eligible for auctioning. It would be in the best interest of the town to move forward to get these properties back on the tax role. L. Dionne is recommending moving forward with auctioning these properties. P. LaRochelle inquired if all avenues have been exhausted for notification; they have. St. Jean Auctioneers is the recommended company to conduct the process and a workshop date needs to be set to go over the bid process with minimum bids set. There is no cost to the Town, whatever the winning bid is they apply 10% to that cost so the buyer actually pays their fees. They take care of the marketing, signage, advertising, etc. All properties are vacant. It was the consensus of the Board to move forward with St. Jean Auctioneer.

Two (2) dates are needed to set Workshops; one for the Auction Properties and the other for a Site walk at the New Riverside Cemetery; further information will follow as to which date will be for each meeting.

- Wednesday, June 5, 2019
- Thursday, June 13, 2019

##### Finance Director Resignation

The resignation notice for the Finance Director was provided to the Board. L. Dionne is working on an ad for the position. The 2018 and 2019 minimum/maximum charts and research from other municipalities was provided. L. Dionne is looking to the Board for a starting range, currently the minimum/maximum is \$55,183 to \$72,001 and currently is paying between 69K/70K; the starting rate last summer was \$66,500. Advertising and duration was discussed 30 day vs. 10 day. R. Wentworth does not feel that one person alone can handle the office, it is too busy. L. Dionne reached out to the Auditor for suggestions and options are available for fill in until a permanent person is hired. The Board agreed to use the minimum/maximum for 2019 for advertising. We do have fabulous benefits.

#### **Approval of Minutes**

##### May 6, 2019; Public Session

C. Shapleigh made a motion to approve the minutes of Public Session, May 6, 2019 as presented and V. MacDonald seconded with all in favor of the motion.

##### May 6, 2019; Non-Public Session

C. Shapleigh made a motion to approve the minutes of Non-Public Session I, May 6, 2019 Sealing #1 and P. Wittmann seconded with all in favor of the motion.

##### May 8, 2019; Public Workshop

C. Shapleigh made a motion to approve the minutes of Public Session, May 8, 2019 as presented and P. LaRochelle seconded with all in favor of the motion.

May 8, 2019; Non-Public Workshop

C. Shapleigh made a motion to approve the minutes of Non-Public Session I, May 8, 2019 No Releases and V. MacDonald 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 P. LaRochelle seconded with all in favor of the motion.

1. Cemetery Department; New Hire, Lucas Therrien, (Seasonal) Laborer, \$12.70 per hour (2018 rate).

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

Loring Carr voiced concerns about the inspections of Private Winter Maintained Roads. It was his understanding that the only reason we were doing private roads was that they connect to a through road and had to be opened and maintained. If they don't meet a standard they won't be maintained. This checklist is for improving these roads or we are not going to plow them anymore; what is the justification, don't go down them at all; L. Carr disagrees, they shouldn't be done at all. In addition, regarding the Hawker and Vendor Application, he asked if MacDonald's would need to pay a fee, they are an established business. Where is the legal standard. Time was called.

Ray Howard has not seen the list of properties to be auctioned. In 2014, he was interested in purchasing a property that abutted his not realizing that it was landlocked. Under the State RSA, if a piece of property is landlocked, the immediate abutter needs to be offered to the abutter first; L. Dionne is aware.

Loring Carr was allowed to approach the Board for a second time. When the Road Reconstruction Article was spoken about this year versus Road Maintenance. What is rebuild versus reconstruction; one person's definition may be different than another's; it ought to be defined or guidelines be set, might be helpful. In addition, when going into Non-Public Session with the minutes and something is withheld, the reason needs to be stated. It needs to be written and reflected in the written minutes.

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

None

**Non-Public Session**

R. Wentworth made a motion to enter into non-public session pursuant to RSA 91-A:3, II (a) and (e) at 8:28 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.

**Adjournment**

R. Wentworth moved at 8:51pm to exit nonpublic session. 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

R. Wentworth moved to “not divulge” item #3 because the divulgence of the information likely would render any proposed action ineffective. 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

R. Wentworth moved at 8:52pm to adjourn. V. MacDonald seconded. Motion carried.

Respectfully Submitted,

*Mary K. Jarvis*

Mary K. Jarvis  
Recording Secretary

