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TOWN OF THORNTON BOARD OF SELECTMEN

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Board of Selectmen Meeting Minutes October 26, 2016

5:00 P.M. Chairman Sabourn opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.

ROLL CALL: Chairman Roy Sabourn, Vice-Chairwoman Marianne Peabody, Selectman John Paul-Hilliard, Selectman Brad Benton, and Selectman John Gaites.

STAFF PRESENT: Tammie Beaulieu, Town Administrator

ACTION FOLDER:

MOTION: "To approve the payroll manifest dated 10-28-2016 in the amount of \$18,675.11."

Motion: J. Paul-Hilliard
Seconded: M. Peabody
Discussion: None.

Motion Passes: 4 – Yes, 0 – No Abstained: R. Sabourn

MOTION: "To approve the vendor manifest dated 10-28-2016 in the amount of \$335,608.79."

Motion: J. Gaites
Seconded: J. Paul-Hilliard
Discussion: None.

Motion Passes: 4 – Yes, 0 – No Abstained: R. Sabourn

MOTION: "To approve the welfare manifest dated 10-29-2016 in the amount of \$300."

Motion: J. Paul-Hilliard
Seconded: J. Gaites
Discussion: None.

Motion Passes: 4 – Yes, 0 – No Abstained: M. Peabody

ZCA

The Board reviewed applications for zoning compliance.

MOTION: "To approve ZCA application #2016 – 44 for PID #16/1-7-04FR06, ZCA #2016-45 for PID #16/1-7-04FR07, and ZCA #2016-46 for PID #16/1-7-04FR08 for Owl's Nest.

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA 2016-43 for PID #10/14-3 for a 30x50 equipment building for storage and maintenance."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2016-47 for PID #10/12-2 for a garage and carport."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2016-48 for PID #10/1-50-7 for a 16x16 shed."

Motion: B. Benton
Seconded: J. Paul-Hilliard
Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Concerned Citizen

Administrative Assistant D. Mahurin drafted a response letter to Rachel Decicco regarding a concerned citizen form that she submitted previously relative to a concern with her neighbor's excavation activity. The letter informed R. Decicco that her concern is a civil matter rather than a situation that the town can address.

TOWN ADMINISTRATOR PRESENTS

AGENDA ITEMS:

1:30 p.m. Brian Regan-Planning Director/Steve Babin- PLBD Chair Owls Nest Update

Present: Brian Regan, Planning Director and Steven Babin, Planning Board Chairman

B. Regan and S. Babin met with the Board to discuss a meeting that was scheduled by the owners of Owl's Nest regarding preliminary plans for further development of Owl's Nest. The meeting was held with the developers and the current residents of Owl's Nest as well as some Thornton Planning Board members. B. Regan presented a copy of Owl's Nests proposal for future development. The Board reviewed the plans. S. Babin explained that Owl's Nest owners are interested in building an additional 496 units and a hotel. S. Babin expressed interest in having an active and open line of communication with the owners. The Board discussed the preliminary plans as well as the potential impact to the Town of Thornton. B. Regan explained that these concerns will be discussed when the developers meet with the town for approval. The project is still in the design and development phase.

R. Sabourn voiced concern with the impact to Owl Street as well as the impact to the Town of Campton. He expects that this large development will affect some of Thornton's emergency services. B. Regan informed the Board that the impact to the Towns would be discussed during future meetings. The Board continued to discuss the project. R. Sabourn and J. Paul-Hilliard were supportive of the preliminary plan and agreed that this project could be good for the Town.

1:40 p.m. Highway Winter Plowing Subcontractor approval

T. Beaulieu informed the Board that the Town has not received any interest for winter plowing subcontractors. She spoke with the Benton's, they intend to have three vehicles available, and Mr. Benton will provide additional contract information once he returns to the area next week. TA Beaulieu will schedule this discussion for the next Board meeting.

1:45 Highway Sand Bid Award

TA Beaulieu informed the Board that one bid was submitted from Benton Enterprises for \$7.50 per yard for winter sand. The previous cost was \$4.95 per yard. The significant increase of \$2.55 per yard is not acceptable to Selectman Paul-Hilliard. TA Beaulieu suggested that the Board permit the RA to gather quotes for winter sand and allow the current bidder to re-quote. RA Kubik will send letters to local contractors, including Benton Enterprises to receive quotes at a lesser cost.

MOTION: "To not accept the bid as submitted from Benton Enterprises for \$7.50 per square yard."

Motion: J. Paul-Hilliard
Seconded: J. Gaites
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

2:00 p.m. Town Tax Deeded Property Sale Opening/Award

Present: Joseph and Jean Monagale

TA Beaulieu announced that the Tax Deeded Sale notice was published in the Record Enterprise on October 13 and 16, 2016 and in the Manchester Union Leader on October 9 and 16, 2016.

TA Beaulieu informed the Board that property known as PID# 2/2-99 did receive a bid however was not a tax-deeded property and should not have been advertised. The Board agreed not to accept the bid for this property due to a clerical error and the property is not for sale.

MOTION: "To not accept the bid from Joseph and Jean Monagale for PID #2/2-99."

Motion: J. Paul-Hilliard
Seconded: B. Benton
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

- PID #2/3-1 received one bid. The bid was opened for \$6,888.00 from Joseph and Jean Monagale

MOTION: "To accept the bid from Joseph and Jean Monagale for PID #2/3-1 in the amount of \$6,888.00."

Motion: J. Paul-Hilliard
Seconded: B. Benton
Discussion: R. Sabourn discussed that the area is wet, and is accessible. The acreage is 2.60.
Motion Passes: 5 – Yes, 0 – No

- PID #10/1-3-06 did not receive any bids
- PID #10/3-30-02 received two sealed bids for 7.74 acres on Chadwick Place.

The first bid was from Frank and Linda Korn for \$26,111.00

The second bid was from Jean and Joseph Monagale for \$10,888.00.

MOTION: "To accept the bid from Frank and Linda Korn for PID #10/3-30-02 in the amount of \$26,111.00."

Motion: M. Peabody

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

- PID #11/1/153 did not receive any bids.
- PID #11/1-155 did not receive any bids
- PID #15/-1-50-02 on Centennial Way with 1.03 acres received two bids.

The first bid was from Fred Snyder for \$3,050 and the second bid was from Theodore Smith for \$5,000.00. The Board reviewed conditions attached to the Syder bid. F. Snyder was present and discussed that in his bid he wrote a condition that in order for him to purchase other properties he bid on he will need to upgrade the road and coordinate a functional association. He would be interested in purchasing all the properties rather than only one.

MOTION: "To accept the bid from Theodore Smith for PID #10/3-30-02 in the amount of \$5,000.00."

Motion: M. Peabody

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

- PID #15/1-50-04 on Centennial Way with 2.33 acres received one bid.

The bid was from Fred Snyder for \$3,050.00 with the condition that in order for him to purchase other properties he bid on he would need to purchase all the remaining town owned properties for sale on Centennial Way. The Board agreed to open the rest of the Centennial Way bids to see if all remaining lots are within the Board's acceptance. TA Beaulieu informed the Board that all the remaining lots in this area have only received one bid. The Board agreed to open the rest of the bids before motioning to accept any more bids on Centennial Drive

- PID #15/1-50-05 on Centennial Way with 1.93 acres received one bid from Fred Snyder for \$3,050.00.
- PID #15/1-50-08 on Centennial Way with 2.33 acres received one bid from Fred Snyder for \$3,050.00.
- PID #15/1-50-09 on Centennial Way with 1.41 acres received one bid from Fred Snyder for \$3,050.00.
- PID #15/1-50-10 on Centennial Way with 1.46 acres received one bid from Fred Snyder for \$3,050.00.
- PID #15/1-50-11 on Centennial Way with 1.16 acres received one bid from Fred Snyder for \$3,050.00.

- PID #15/1-50-12 on Centennial Way with 1.33 acres received one bid from Fred Snyder for \$3,050.00.
- PID #15/1-50-13 on Centennial Way with 1.10 acres received one bid from Fred Snyder for \$3,050.00.
- PID #15/1-50-14 on Centennial Way with 1.25 acres received one bid from Fred Snyder for \$3,050.00.
- PID #15/1-50-15 on Centennial Way with 6.19 acres received one bid from Fred Snyder for \$3,050.00.
- PID #15/1-50-16 on Centennial Way with 3.04 acres received one bid from Fred Snyder for \$3,050.00.
- PID #15/1-50-17 on Centennial Way with 5.60 acres received one bid from Fred Snyder for \$3,050.00.
- PID #15/1-50-18 on Centennial Way with 4.20 acres received one bid from Fred Snyder for \$3,050.00.

TA Beaulieu read the qualification of the bid wording requiring all the remaining lots to be sold all together or Mr. Snyder's offer becomes null and void.

MOTION: "To accept the bids from Fred Snyder for the purchase of PID #15/1-50 sublots 04, 05, 08, 09, 10, 11, 12, 13, 14, 15, 16, 17 and subplot 18 totaling 13 lots in the amount of \$3,050.00 per lot."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: R. Sabourn has concern with the wording of the qualifier that Fred Snyder included in his bid. The concern is relative to the interpretation that any of any future lots that may become available through tax deeding in addition to the lots that are currently being sold. The Board stated that they are only agreeing to accept monetary funds for the PID's listed for sale at this time. Mr. Sabourn stated that if F. Syder withdraws his qualifier included in his bid then he is agreeable to selling these lots with no covenants to Mr. Snyder. Mr. Snyder agreed to remove the qualifier for the remaining lots to allow him to purchase PID #15/1-50 sub lots 04, 05, 08, 09,10,11,12,13,14,15, 16, 17 and sub lot 18. He does not expect to purchase any remaining lots in the future.

Motion Passes: 5 – Yes, 0 – No

- PID #15/2-01 on Adams Farm Road has no bids and is not tax deeded property. There was no deed to the Town and is not offered for sale. D. Mahurin will research this property further.
- PID #16/7-82 1.37 Lot 2 Colton Road received one bid from Susan Glidden for \$1,000.00.

MOTION: "To accept the bid from Susan Glidden in the amount of \$1,000.00."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: J. Gaites mentioned that the property should be sold in order to be back on the tax role.

Motion Passes: 5 – Yes, 0 – No

- PID #17/1-19, PID # 17/17-7, PID #17/17-10 did not receive any bids.

Minutes

The Board reviewed minutes from September 28, 2016 and October 12, 2016.

MOTION: "To approve the Board of Selectmen public minutes of September 28, 2016 as presented."

Motion: J. Gaites

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No Abstained: R. Sabourn

MOTION: "To approve the Board of Selectmen public minutes of October 12, 2016 as amended."

Motion: J. Gaites

Seconded: B. Benton

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Action Folder

TA Beaulieu informed the Board that Craig Engel submitted a special event application for the Pemi-Bluegrass Festival. A few areas on the application included a 2016 date rather than 2017 and will need to be updated to reflect the current year. C. Engel would like the special event hearing held in November. TA Beaulieu informed the Board that she will not be in attendance at the November 9th Board meeting and the following meeting agenda for November is booked with Police Department interviews. The Board discussed availability for special event public hearings. The Board mentioned concern that they do not have a Chief of Police at this time to review the safety aspects of the special event. The Board discussed that there has not been any significant issues regarding the Bluegrass event in general but are unsure as to any new requests that will be made by the applicant. The Board discussed having the public hearing in January due to the Town's holiday schedule and budget meetings. After a lengthy discussion, the Board agreed to schedule the public hearing for the Pemi-Valley Bluegrass Festival and the Boogie and Blues Festival at the same time. The Board will try to have the public hearing in December as a special meeting. TA Beaulieu will contact the event applicants to discuss possible meeting dates that will work with the Board's schedule.

Appointments

MOTION: "To appoint Peter Hilton as a Fire Commissioner for the Thornton/Campton Fire Department for a term to expire in November 2019."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To appoint Tamara Chandler as an alternate ballot clerk for two years as submitted from Brook Rose, Town Clerk."

Motion: M. Peabody

Seconded: J. Gaites
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

2015 Audit

TA Beaulieu informed the Board that the auditors submitted the representation letter for the 2015 audit. The auditor requires that the information be shared with the Board of Selectmen. The Board acknowledged receipt of the information. Chairman Sabourn signed for the receipt of the representation letter.

Intent to Excavate

The Board reviewed intents to excavate.

MOTION: “To approve an intent to excavate for PID# 10/14-3, owned by Shirley Benton. Property taxes are current.”

Motion: B. Benton
Seconded: J. Gaites
Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: “To approve an intent to cut timber for PID #10/14-3, owner Shirley Benton.”

Motion: M. Peabody
Seconded: J. Paul-Hilliard
Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Property of William Lane – Mount Woodlands Drainage

TA Beaulieu had RA Kubik complete a final report and project summary of the drainage work completed on Mount Woodlands. RA Kubik reported that he has done all the items requested by the Board at the previous meeting.

Generator

AA Sandy Moulton met with Paul Hatch regarding the generator on October 21. P. Hatch has great concerns that the fuel tank and generator are unprotected and could be hit by a plow. P. Hatch recommends that the town install cement bollards to protect the generator and fuel tank. The Board agreed to use the general government buildings – maintenance and repair budget account for this expense. J. Paul-Hilliard will provide material information.

3:30 p.m. Mike French – PD Interim Administrator

Interim Police Chief French met with the Board to update them on the Police Department activity. M. French completed an inventory of the bulletproof vests within the department. The vests have a shelf life of five years. The vest purchased in 2012 is coming close to the five year and was handed down from another officer. He would like to replace this vest. The equipment and uniform line should be able to sustain the expense. There are two 2013 vests currently that will need to be replaced soon as well. He researched and found a bulletproof vest partnership initiative program that will reimburse towns up to 50% of the vest cost if the town is accepted into the program and an approved vest is purchased. The board granted permission for M. French to apply for the program and to make Corporal Gilman the in-house contact person until a Chief is hired, and to purchase a replacement for the 2012 vest currently in use. Discussion continued on when the vests should be ordered to get the best use of reimbursement program. The Board agreed to try to encumber the funds to allow more vests to be purchased with the 50% reimbursement program.

Interim Chief French discussed the recruitment of the fifth patrol officer. The department is down two full time positions. The town is actively recruiting for a Chief. M. French asked if the Board would allow him to start the recruitment process for the entry-level patrol officer due to the amount of time it takes to complete interviews and testing to fill the position. He recommends moving forward with this process prior to hiring a new Chief. TA Beaulieu informed M. French that it is practice that a Board of Selectmen member or an administrative position from the Selectmen's side of the building is part of the interview board for new officers. M. French asked permission to move forward with the hiring process as described. The Board agreed to move forward with the hiring process and are pleased that every step of the hiring policy is now being followed. Chairman Sabourn explained that the Department had taken some short cuts in the hiring process at times and he did not believe it was appropriate. TA Beaulieu explained that this could have been happening for many years. Selectman Paul-Hilliard explained there was an attempt in the Police Department to limit the focus to certain candidates during the hiring process in the past. M. French assured the board that all applicants will be encouraged to test and apply.

TA Beaulieu asked M. French if an applicant does not pass a test by a minimal amount if they should be allowed to retest. M. French does not agree with this option, but would rather allow the applicant to reapply during the readvertisement of the position if it was not filled. TA Beaulieu explained that since it is difficult for the department to find applicants that can pass the physical test, she questioned if it should be that all applicants that do not pass be granted an opportunity to practice and retest rather than only one of three applicants as done in the past. M. French replied that the department would make the qualification requirements known in advance and include them in the advertising so that applicants can be prepared to pass the test initially. TA Beaulieu informed M. French that this is a good idea and does not believe that the standards were advertised in advance with prior administration.

M. French informed the Board that when he arrived at the department there were three part time officers. Two were inactive due to not keeping up with the State requirements. One of the three officers was inactive due to his full time work schedule. One of the two officers that had not maintained their requirements has resigned and the second one has not resigned as of yet and will have further discussion on this at a later date. The third part time officer that was not active is now active again and covering a regular shift as his schedule allows. M. French explained that there are officers that work full time for one agency and part time for another agency. He asked the board if there are full time officers from another agency that are willing to work part time for the town, would the Selectboard require them to participate in the entry level hiring process or would they be amenable to the fact that they are full time officers at another agency and allow a modified hiring process. TA Beaulieu explained that the part time officers were not available in the past. She explained that if the part time officers were more available then she questioned the need for an additional full time officer. M. French replied that both full and part time officers serve a purpose and having five full time officers would make the 24 hour coverage smoother. The Board discussed the need for a fifth full time officer. After discussion, Chairman Sabourn agreed that the people voted for the fifth position and that they should move forward with that intention this year. He added that in the future the fifth position may not be needed or may not be in the best interest of the town but for now they should fill the fifth position. The Board agreed with the modified hiring process for qualified part time officers that are employed full time with other agencies. TA Beaulieu explained that the part time budget line was reduced due to adding the fifth position. The Board discussed the benefits of having part time officers scheduled to allow the full time officers to complete tasks more efficiently. M. French recommended having two part time officers. Chairman Sabourn would like to scale back part-time officers. After discussion, the Board agreed that two part time positions is acceptable

until the fifth person is hired, certified, and on the schedule. Chairman Sabourn expressed that the officers are positive in the department and working well with the Interim Chief.

4:00 p.m. PD Cruiser bid award – 1 Crown Vic and 1 Ford Explorer

TA Beaulieu informed the Board that the PD Administrative Assistant advertised the vehicles for bid and specifications on the town website.

2009 Ford Explorer

The Board reviewed the bids received.

Jessica Collins - \$3,311
Dean Johnston - \$3,200
Tammie Beaulieu - \$2,000
Brad Benton - \$2,000
Desiree Mahurin - \$3,000
James MacDonald - \$1,775

MOTION: "To accept the bid from Jessica Collins in the amount of \$3,311 for the 2009 Ford Explorer."

Motion: M. Peabody
Seconded: J. Gaites
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Abstained: B. Benton

2010 Crown Victoria

The board reviewed one bid from Brad Benton in the amount of \$500.

MOTION: "To accept the bid from Brad Benton in the amount of \$500 for the 2010 Crown Victoria."

Motion: J. Gaites
Seconded: M. Peabody
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Abstained: B. Benton

4:30 p.m. Craig Young – White Mountain National Forest/Status on Clement Road

C. Young met with the Board to discuss the status of Clement Road. They would like to use Clement Road to do some timber harvesting and C. Young is seeking permission to use the road for the harvesting project. Chairman Sabourn referenced a previous lawsuit regarding the road being formally discontinued and later referenced as a Class VI road. Chairman Sabourn thought there might have been a road status ruling by the court. The town had voted to reopen the road, and the vote passed but the vote was never acted upon. C. Young explained that he went out to investigate access of the road. He found that the gate was open, and there weren't any rocks in the road. He did notice game cameras in the area. A few weeks later, they investigated the road again and found that the gates were locked. Chairman Sabourn is supportive of the timber harvest but he does not want legal ramifications for the town. C. Young explained that the project could be scheduled out a year and that he would like to be a good neighbor to the property owners. They do need access as there is a concern for fire hazards and there is no good point of access without using Clement Road. C. Young will report back to the Forest Service as to the concerns of access through Clement Road and let the Board know what the Forest Service decides.

Selectman Gaites left the meeting at 4:35 p.m.

4:45 p.m. 2016 Tax Rate motion

TA Beaulieu informed the board that she sent out four options for feedback regarding the fund balance designation this year. After receiving feedback from the Board, the final fund balance designation amount is set for \$250,000 to offset the tax rate. The new tax rate will be \$19.39, a 29 cent increase from last year. The signatures of the warrant have been completed and passed to the tax collector. Tax bills will be sent November 1 with a due date of December 1, 2016.

MOTION: "To accept the 2016 tax rate of \$19.39."

Motion: M. Peabody

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Police Department Items

TA Beaulieu explained that when they had first asked for an inventory of equipment for each officer, the information was very vague including no signatures, dates or witnesses. M. French drafted an inventory for each officer that will provide details as to what each officer requires as well as cost for budgeting purposes. TA Beaulieu will request that a signature sheet be attached to the inventory.

M. French submitted a monthly report, which is different from what was reported previously. M. French explained that the format of the report is different and reflects only one arrest with multiple charges for one individual rather than three arrests, which now make it look like the arrest numbers are much lower than how they were presented previously.

AA Moulton submitted an update on the EOC and generator. TA Beaulieu informed the Board that M. French is impressed with the work provided by the AA. She also provided an update on the firing range for the Board to review.

Average Stumpage Value List

M. Conn submitted an average stumpage value list for the Board to review. Chairman Sabourn reviewed the list and feels that the values are too high and recommended that they speak with a local person in the stumpage business to review the values. TA Beaulieu informed Chairman Sabourn that past practice has always been that the Board uses the median value. After discussion, Chairman Sabourn recommended to accept the median value and he will consult with local people to get feedback as to the values.

MOTION: "To accept the October 1, 2016 median average stumpage value list as the basis for timber tax assessment."

Motion: M. Peabody

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Health Insurance

TA Beaulieu informed the Board that the GMR increase for health insurance is 8.1% increase. The current Group I town obligation and for Police Department is increasing for retirement as well.

Flooding and Culvert Assessment of Millbrook Project

TA Beaulieu informed the Board that she has not received a reply from T. Ballestero for the Millbrook culvert repair option 4 that the Board previously agreed to. Chairman Sabourn agreed to review the latest emails and try to get in touch with T. Ballestero to move the project along. Chairman Sabourn and Selectman Paul-Hilliard will review the area as well to see if they can view the condition of the pipe.

Vacation time accrual

TA Beaulieu informed the board that M. Conn has 81 hours of vacation time. She was not able to take her vacation time with the change in staff. M. Conn submitted a vacation schedule that would only have her working two days a week for the rest of the year. TA Beaulieu asked that the Board to pay her 25 hours of vacation time from the budget. The board agreed to pay her the 25 hours of vacation pay so she can work more days each week.

Bradley Easement

Chairman Sabourn reported that he has contacted Attorney Mike Conklin regarding drafting the easement between Ralph Bradley and the Town. He is hopeful the easement will be completed soon.

5:22 p.m. Non-public session

MOTION: "To enter into non-public session pursuant to RSA 91-A: 3, II (a-personnel, c-reputation, and b-hiring PD)."

Motion: M. Peabody

Seconded: J. Paul-Hilliard

Discussion: None.

Roll Call: Chairman Sabourn - yes, Vice Chair Peabody – yes, Selectman Paul-Hilliard – yes, Selectman Benton – yes.

Motion Passes: 4 – Yes, 0 – No

7:09 p.m. MOTION: "To exit non-public session."

Motion: B. Benton

Seconded: M. Peabody

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To make a conditional offer of employment to candidate #1 for employment as the full time transfer station position."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

7:13 P.M. MOTION: "To adjourn."

Motion: B. Benton

Seconded: M. Peabody

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Respectfully submitted,

Jessi Fleury
Board Secretary