

FINAL MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

March 21, 2011

**1. Call Meeting to Order**

Chairman Robert Aldrich convened the Board at 7:00 pm in the Nowak Room of the Town Office Building. Other members of the Board present were: Mr. Frank Ferraro, Mr. Matt Quandt, Ms. Julie Gilman, Mr. Don Clement and Town Manager Russ Dean.

**2. Public Comment - None**

**3. Minutes & Proclamations**

**a. Regular Session Minutes of March 14, 2011**

**Mr. Quandt moved to approve the Regular Session Minutes of March 14, 2011 as presented. Mr. Clement seconded. Vote: Unanimous**

**4. Appointments - None**

**5. Departments Reports – Assessing**

Mr. John DeVittori said that it has been a busy winter for the Assessing department. They are finishing up reviewing and processing 100 abatement applications received following the recent town-wide reassessment update. Considering that there are 6,200 properties in town he feels that this indicates that the update process was highly successful. They are preparing for the start of the new tax year which begins April 1<sup>st</sup>. There are approximately 300 building permits in process that will add value to the Town's tax database. They are also processing current use applications and timber tax reports, as well as new requests for elderly exemptions, disabled exemptions, veteran's credits, and charitable, religious and educational property exemptions. The deadline for these exemption requests is April 15<sup>th</sup>.

Mr. DeVittori conducts a sales analysis monthly in order to track the sales market in Exeter and compare sold properties to 2010 assessed values. He handed out a sales analysis data review sheet to the Board members. There were 150 property sales between April 1, 2010 and March 1, 2011. This is a slow pace compared to many years. The median sales to sales ratio is at 100% which means that they are doing well with the assessments right now with the marketplace. It may be necessary to think about updating values again this summer or Fall. The Assessing department meets all state standards and DRA guidelines right now.

Mr. Aldrich asked if value updates are done by category or overall. Mr. DeVittori said that the best way of updating is to do it by style or category. Mr. Clement asked for an explanation of COD. Mr. DeVittori said that it is the coefficient of dispersion which is a measure of the relativity between the stratification and the relativity between the median and mean sales. It is high because mobile homes sell from \$ 5,000 to \$ 40,000. The relationship between mobile home sales and assessments is all over the place. Mr. Clement said that when he looked at some of the abatements he was surprised by the difference between the original appraised value and the value that they were being abated to. He asked if the wide variance in some of these is a concern. Mr. DeVittori said that he was not concerned by this and that it is not uncommon to see this in a year that had a large town wide reassessment.

Mr. Aldrich asked Mr. DeVittori to clarify for viewers the different ways that property values can be calculated since it is the time of year for abatements. Mr. DeVittori explained that there are 3 ways of calculating property value. These are the cost approach, market approach and income approach. All municipalities use the cost approach. It is called mass appraisal and is the standard used. The market

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comparison approach is based on sales. The income approach can be used for income producing properties. Some of the abatement appeals letters received illustrate the use of the income approach or the market comparison approach.

### **6. Discussion/Action Items**

#### **a. New Business**

##### **i. Water/Sewer committee charge and process**

Mr. Aldrich said that the two main pieces of business tonight with regard to the newly reinstated water & sewer advisory committee would be to finalize what the committee charge would be and to outline a process for filling the vacant positions. Mr. Aldrich read a draft template outlining the establishment of a seven member water and sewer advisory committee and listing its duties. He welcomed comments, additions and proposed changes.

Selectman Ferraro inquired as to the reason for the 2 parenthetical phrases in item # 4 and item #5. Mr. Dean explained that this wording was recommended by the former committee but that they could be taken out. Mr. Ferraro asked to clarify to whom the committee gives input in item # 4. Ms. Gilman questioned the wording that the committee would hold public hearings on water and sewer at least once per year, saying that it is usually the job of the Selectmen to hold public hearings. Mr. Aldrich said that the committee's public hearing would be different than the water and sewer public hearings that the Board of Selectmen hold. In effect there would be two hearings, one done by the water and sewer advisory committee and one done by the Board of Selectmen. The water and sewer advisory committee would probably send a representative to the Board's public hearing and not their whole contingent.

Selectman Clement proposed adding a sixth charge that would instruct the committee to review from time to time the policies and ordinances for water and sewer and make recommendations to the Board. This met with the approval of the other Board members. Mr. Clement also suggested that the committee review from time to time the water and sewer 3 tier rate structure and make recommendations to the Board. Mr. Aldrich thought it might be best to delineate more clearly the rate setting and structure.

Mr. Don Woodward of Hemlock Street said that since the Town is expecting to receive some new DES regulations shortly the Board might want to consider adding tasks associated with this to the committee's list of charges. He also suggested that they consider the fact that single meters with multi residence rate payers who own their own infrastructure actually end up paying somewhat higher rates due to the volume being used. Mr. Aldrich agreed that these are both issues to be considered, but feels that they would already be captured under the draft committee charges.

Mr. Brian Griset said that the previous water & sewer advisory committee was an on call committee that reviewed proposals brought to them by the water and sewer department. The original charge of the committee did not allow for alternate proposals or brainstorming. The charge was changed in 2005 or 2006 to allow the committee the flexibility and authority to investigate and gather information and then give advice to the Board. This explains the reason for the parenthetical phrases in charge # 4 and # 5 discussed previously. It is the Selectmen's advisory board and is another avenue of communication.

Mr. Aldrich said that they are working to find the language that will give the committee enough authority and scope to research issues but not be adversarial to the DPW. Mr. Don Woodward said that he believes that Mr. Griset's comments refer to using what is called best management practices or BMP's to make the system work for the Town.

Mr. Aldrich asked Mr. Dean to revise the draft template for the water and sewer committee to reflect the

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comments made tonight and bring it back before the Board next week. Mr. Dean wanted to express his appreciation for all of the hard work done by Ms. Perry, Mr. Jeffers and the employees out at DPW. There have been many changes at DPW over the past 3 years which are to their credit. They have a plan and he believes that it is a good one.

Mr. Ferraro commented that he would like to see the water and sewer advisory committee become like in house consultants.

The Board discussed the process for filling the slots on the committee. Volunteer applications are available on line. The list of open positions is posted on line and is also on Channel 22. After the committee charge is approved, which should be done next week, they will set a window for applications. The Board will first see how many applications they get and then conduct interviews. The warrant article specifies that committee members must be selected within 45 days of establishment of the committee. Terms of service will be staggered 3 years in length which is the same as other committees in town. Mr. Clement asked if their meetings will be televised on cable TV. Mr. Aldrich said that would be a decision that would be made by the committee as part of their organizational procedure.

Ms. Renee O'Barton asked if the Board will address the Jady Hill issues before the committee is formed or wait for their input. Mr. Aldrich said that the Board has not given the Public Works Department any instructions to hold off on anything. However, it is unlikely that they will be digging up any streets within the next 30 days or so either.

### **b. Old Business**

#### **i. Boards, Committees, Commission Assignments**

The Board reviewed the list of Board and Commission assignments updated to reflect last week's discussion. Mr. Quandt inquired about having an alternate representative for the Technology Committee since it often meets during the day. Mr. Aldrich volunteered to be the alternate representative to the Technology Committee. Ms. Gilman said that alternates are really needed for the land use boards since quorums are important at these meetings. Mr. Clement volunteered to be the alternate for the Heritage Commission and Mr. Aldrich volunteered to be the alternate for the Historic District Commission.

**Mr. Quandt moved to accept the Board/Commission list as amended. Mr. Clement seconded.  
Vote: Unanimous**

#### **ii. RPC Grant – 2 Town funding water/sewer study**

Mr. Dean said that the application for the RPC grant is still in and it is still pending. He had a good discussion with Public Works about the financial aspects of this. They would like to maintain their position and advocate for using \$ 10,000 from each water and sewer fund for Exeter's contribution for this study. Stratham's money is approved. Mr. Dean said that the draft permit from the EPA for wastewater discharge is expected this week. Some consulting funds will be needed for this.

Mr. Aldrich said that they can't change the scope of this study because the RPC grant is specific but they recognize that exploring the possibility of collaboration with Stratham is only one option. There are other options to be investigated and explored. Mr. Quandt asked what other studies were intended to be done with the \$ 55,000 in consulting money in the water and sewer funds budget lines. Ms. Perry said that the \$ 55,000 in the proposed water and sewer budget was primarily for the EPA wastewater discharge permit. They knew that getting a likely nitrogen load limit of 3 would require some careful review and assistance with developing comments. They are entering a peer review process phase with

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EPA with 120 days to prepare comments. However, Ms. Perry is comfortable with taking \$ 10,000 out of the consulting money in each fund for the RPC study. It is an important consideration for the economics of this project to learn what the offset would be to Exeter to broaden the rate payer base. It is a good time to be doing this study because they have some major issues.

Mr. Clement commented that Exeter bears the brunt of reducing the nitrogen load in the Bay, but there are other contributors. He would like to really see the concept of regionalization explored further. Mr. Ferraro suggested that the water and sewer advisory committee could work on researching and laying out other options.

**Mr. Clement moved that the Board approve the matching funds of \$10,000 from the water enterprise fund and \$10,000 from the sewer enterprise fund upon award of the competitive grant application from the Rockingham Planning Commission dated February 4, 2011. Ms. Gilman seconded. Vote: Unanimous**

Mr. Griset expressed his thought that one of the major things to be looked at when determining alternatives is the net cost to construction. He feels that it is also important to encourage the grant network throughout the entire process.

### **iii. Default Budget Appropriations**

The Selectmen reviewed a memo prepared by Mr. Dean which highlighted differences between the proposed and default budgets. The General Fund default budget is about \$ 68,000 higher than the proposed budget. Mr. Aldrich thought it best to first discuss the General Fund budget and then have a separate conversation about the Water and Sewer Fund budgets.

Chairman Aldrich said that he felt that the Board and the Budget Committee worked very hard throughout the entire budget process and a lot of careful planning went into it. Since there is enough money to implement the proposed General Fund budget, he recommended that they do so and put the \$ 68,000 aside until they see what the State budget is on July 1. The departments will then be running on the budgets that they expected to be working with. The best case scenario is that the \$ 68,000 can be used to offset taxes at the end of the year. Mr. Dean said that they can park the \$ 68,000 in a default reserve fund.

Mr. Dean said that the default Water Fund budget does not include some vehicle maintenance items, road repairs, system maintenance of a capital nature, a pickup truck purchase and a water treatment plant waste stream reduction project. The major items are the pick up truck at about \$ 30,000 and the waste stream reduction project at a cost of \$ 150,000. The project was widely supported and was put into the budget by the Budget Committee as a priority. The difference between the default and proposed Water Fund budgets is \$ 180,405. Ms. Jennifer Perry said that she has discussed the situation with Mr. Jeffers. Their suggestion is that they go with the default Water Fund budget as is. They will do their best to stay within the bottom line of the budget. If any critical unexpected needs arise, they will approach the Town Manager to transfer funds within budget line items as needed.

Mr. Aldrich said that the difference between the default and proposed Sewer Fund budgets is \$ 91,000. The large items impacted are repairs to the main sewer pump station and a pickup truck vehicle purchase. Ms. Perry made the same recommendation as for the Water Fund that they go with the default Sewer Fund budget and stay within the bottom line of the budget.

**Mr. Quandt proposed that they take the General Fund and operate under the Selectmen's**

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**proposed budget, putting the excess into a default reserve for any expenses that may come up as a result of the State budget and then taking the Water and Sewer Fund budgets and operating under the default budgets. Ms. Gilman seconded. Vote: Unanimous**

Mr. Gerry Hamel said that he sees a DPW Ford F250 pickup truck around town a lot that doesn't seem to really be used. He asked if this could be commandeered and put to use in place of one of the vehicles that was cut out of the budget. Ms. Perry said that this is the general foreman's pickup which patrols streets during storms in winter. It is an important piece of equipment for the highway department even though it doesn't do hard labor. She also pointed out that the pickup trucks proposed to be purchased in the budget for water and sewer were much smaller.

### **iv. Finalize Board meeting calendar 2011**

The Board accepted to operate under the proposed 2011 board meeting calendar as presented.

### **v. Local Option Fee Implementation**

Mr. Aldrich said that when they implemented the local option fee it was done with an effective date of August 1, 2008. The earliest that the increase in the fee can take effect is May 1<sup>st</sup> since the April bills have already gone out. The Town Clerk has done some analysis comparing expected revenues if the increase is put into effect on May 1<sup>st</sup> versus August 1<sup>st</sup> of this year. The anticipated revenue increase with a May 1<sup>st</sup> implementation date would be about \$ 7,563. If they decide to keep things in line with what was done last time and implement the change on August 1<sup>st</sup>, the expected revenue increase would be about \$ 4,654.

Don Woodward, Transportation Committee Chairman, thanked the Board and all who voted for this increase in the local option fee. It is unique how this is done in the State of New Hampshire. The service providers as well as those that receive services are very appreciative of this. He said that a May 1<sup>st</sup> implementation would be great.

**Selectwoman Gilman moved to implement the increased local option fee of \$ 3.25 as of May 1<sup>st</sup>. Selectman Quandt seconded. Vote: Unanimous**

Mr. Aldrich asked Ms. Perry to come forward and speak to the Board with regard to a letter that she has asked him to sign. Ms. Perry said that the EPA is going to issue Exeter's draft waste water permit with a nitrogen load limit of 3 mg/L. There is no consideration for anything less stringent. This is going to be very expensive for the Town and is going to mean a new wastewater treatment plant. They are actually going to have to add carbon to get down to this low level.

This letter has been drafted by the other Seacoast communities that discharge into the Great Bay that will have the same limits when their permits come up. Exeter is the first one getting the permit but they are all in the same boat. They had been led to believe by NHDES and EPA that they would be willing to take a collaborate approach towards dealing with nutrients in the Great Bay, but last Tuesday it became apparent that this is not going to be allowed. They have real concerns with this. This letter was drafted by Dover and would be signed by Dover, Exeter, Newmarket, Portsmouth, Rochester and Durham. It would go out within the next couple of days to our state senators and representatives. It asks them to really stress to the EPA what's at stake and ask them to allow a more moderate approach instead of just forcing the issue.

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Selectman Clement said that he attended the meeting last week and is fully on board with this. This is a huge undertaking and more time for review is needed. We all want to improve the quality of water in the Great Bay but more time is needed.

Mr. Aldrich will sign the letter as there were no objections from any of the other Board members.

### **7. Regular Business**

**a. Bid Openings – None.**

**b. A/P and Payroll Manifests**

**a. Accounts Payable and Payroll Manifests**

**Mr. Ferraro moved to approve an accounts payable warrant in the total amount of \$ 313,762.35. Mr. Clement seconded. Vote: Unanimous**

**Mr. Ferraro moved to approve a weekly payroll warrant in the total amount of \$ 155,632.32. Mr. Clement seconded. Vote: Unanimous**

**Mr. Ferraro moved to approve an additional payroll warrant in the amount of \$ 273.73. Mr. Clement seconded. Vote: Unanimous**

**c. Budget Updates - None**

**d. Tax Abatements & Exemptions**

**Mr. Ferraro moved to deny 13 abatement requests (for Map 90, Lot 22; Map 83, Lot 48; Map 63, Lot 138; Map 63, Lot 118; Map 99, Lot 24; Map 52, Lot 49; Map 73, Lot 204; Map 114, Lot 11; Map 38, Lot 11; Map 103, Lot 3; Map 21, Lot 36-11; Map 73, Lot 171 and Map 60, Lot 22-5). Ms. Gilman seconded. Vote: 3-0 Selectman Clement was out of the room for the vote.**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 246.10 plus interest for Map 101, Lot 36. Ms. Gilman seconded. Vote: 3-0 Selectman Clement was out of the room for the vote.**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 182.11 plus interest for Map 97, Lot 19. Ms. Gilman seconded. Vote: 3-0 Selectman Clement was out of the room for the vote.**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 900.73 plus interest for Map 97, Lot 4. Ms. Gilman seconded. Vote: 3-0 Selectman Clement was out of the room for the vote.**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 88.60 plus interest for Map 71, Lot 114. Mr. Clement seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 2,433.93 plus interest for Map 73, Lot 298. Ms. Gilman seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 844.12 plus interest for Map 83, Lot 57. Ms. Gilman seconded. Vote: Unanimous**

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**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 1,095.15 plus interest for Map 90, Lot 13. Mr. Quandt seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 1,018.85 plus interest for Map 82, Lot 36. Ms. Gilman seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 465.13 plus interest for Map 73, Lot 167. Ms. Gilman seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 1,961.42 plus interest for Map 101, Lot 5. Ms. Gilman seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 1,887.59 plus interest for Map 70, Lot 59. Mr. Clement seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 662.01 plus interest for Map 82, Lot 33. Ms. Gilman seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 1,547.97 plus interest for Map 95, Lot 44. Mr. Quandt seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 127.97 plus interest for Map 70, Lot 55. Mr. Clement seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 3,142.70 plus interest for Map 63, Lot 256. Mr. Clement seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 701.39 plus interest for Map 35, Lot 9. Mr. Quandt seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 278.09 plus interest for Map 96, Lot 3-1. Ms. Gilman seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 199.34 plus interest for Map 104, Lot 79-133. Mr. Quandt seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 487.28 plus interest for Map 104, Lot 79-110A. Mr. Quandt seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 246.10 plus interest for Map 104, Lot 79-614. Mr. Quandt seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 1,442.15 plus interest for Map 71, Lot 6. Mr. Quandt seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 573.41 plus interest for Map 73, Lot 111. Mr. Quandt seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve an abatement in the amount of \$ 83.67 plus interest for Map 95, Lot 64-61. Mr. Quandt seconded. Vote: Unanimous**

**Mr. Ferraro moved that the Board approve 4 Elderly Exemptions with amounts of \$ 183,751, \$**

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183,751, \$ 152,251 and \$ 236,251. Mr. Clement seconded. Vote: Unanimous

**Mr. Ferraro moved that the Board approve a Disability Exemption in the amount of \$ 125,000. Mr. Clement seconded. Vote: Unanimous**

### **e. Water/Sewer Abatements - None**

### **f. Permits**

1. Request from Exeter Area Women's Club for the Town Hall with use of stage on July 15<sup>th</sup> and July 16<sup>th</sup> for the Summer Arts & Crafts Festival to coincide with the AIM Revolutionary War Festival.

**Mr. Clement moved to approve the permit as presented with the fee waiver. Mr. Quandt seconded. Vote: Unanimous**

Ms. Gilman questioned the fact that their plan calls for tents and vendors to be in the street. Mr. Dean advised that the street would be closed that day.

### **g. Town Manager's report**

Mr. Dean said that the historical society lease has been sent to them for review. The vendor permit approved last week has been issued to Ian's Franks. The EPA permit that Ms. Perry talked about earlier is going to be a big issue that will have regional significance. There is a pre-bid site walk for the town hall brick work project scheduled for April 11<sup>th</sup> at 9 am at the town hall. Bids are due no later than May 9<sup>th</sup> at 4 pm. Bids will be opened at the Board of Selectmen's meeting that evening.

They are working on different initiatives with the Council of Aging. They are looking into replacing tables and chairs at the senior center. They are also reinvigorating their newsletter. The Town Manager's office has been experimenting with online forms using Google apps so that people can apply on line for things.

Mr. Dean wished to recognize several recent employee service anniversaries: Maurice Gagnon – 10 yrs, Carol Guba – 10 yrs, Dan Bilodeau – 10 yrs, Jennifer Perry – 11 yrs, Dick Rowe – 13 yrs, John DeVittori – 23 yrs, Bill Shupe – 14 yrs, Mike Munck – 13 yrs, Jeff Beck – 22 yrs, Dan Matheson – 20 yrs, Paul Morin – 16 yrs and Stephan Rhodes – 16 yrs. Stephan Rhodes recently announced his retirement.

### **h. Legislative Update**

Mr. Quandt said that it has been a grueling past 3 days. Mr. Aldrich said that Retirement Reform Package SB3 passed the Senate by a vote of 19-5 and now moves to the House. The pole tax exemption bill is scheduled for a hearing on Thursday in the House at 10:00 am. Mr. Dean said that there is still potential for highway aid to be reduced. Mr. Quandt said that this issue will be foggy up until committee conference time. Mr. Dean said that Exeter is slated to get \$ 304,000 this year in highway block grant funding.

### **i. Selectmen's Committee Reports**

Mr. Ferraro will attend his first Safety Committee meeting on Wednesday and his first Planning meeting on Thursday.



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Mr. Quandt had nothing to report.

Ms. Gilman said that the EDC met last week. They divided up into subcommittees in order to look at studying different areas. There will be another meeting on Tuesday and there will be a presentation from the code enforcement officer.

Mr. Clement said that Mr. Dean has already provided details about ongoing discussions with the Council of Aging. There is a River Study committee meeting on Thursday morning.

Mr. Aldrich announced that the Arts Committee meets this Thursday morning. It is Youth Art month. There will be a Youth Art show featuring art work from local SAU schools opening soon.

### **j. Correspondence**

1. Email from Mr. Jeffers regarding the recent CSO event that occurred on Friday, March 11<sup>th</sup>. A total of 618,657 gallons was discharged from 2 sites.

2. Email from Emily Quirk regarding Sunshine Week which is a national initiative spearheaded by the American Society of News Editors to promote dialogue about the importance of open government and freedom of information.

3. Email from Town Clerk Ms. Hartson regarding Green Gate Campground residency issues. This will be added to next week's agenda.

4. Mail information on 2011 local officials workshops sponsored by LGC

5. Mail information on 2011 Selectmen's workshops held by Antioch University which is New Hampshire's Selectperson's Institute. There will be 15 topics related to Boards of Selectmen covered over the course of the year.

Mr. Aldrich also advised that he and Mr. Dean recently met with a woman from the Commission on Disabilities. They had an interesting discussion about how hearing impaired individuals could be more involved in town activities. They would like to investigate these options further. Mr. Dean will ask the Technology committee to review the information provided.

### **8. Review Board Calendar**

The next regular Board of Selectmen meeting will be Monday, March 28th at 7:00 pm.

### **9. Non Public Session**

**Mr. Quandt motioned to go into Non Public Session under RSA 91a:3 paragraph 2 c&d to discuss 3 items related to fee waivers. Ms. Gilman seconded.**

**Selectman Ferraro called the roll. Selectman Quandt: aye; Selectman Aldrich: aye; Selectwoman Gilman: aye; Selectman Clement: aye; Selectman Ferraro: aye.**

### **10. Adjournment**

The Board emerged from Non Public Session at 9:40 pm. A brief discussion followed on the EPA permit that was brought up earlier in the evening with concerns raised by Selectman Clement. Selectwoman Gilman moved to adjourn, second by Selectmen Aldrich. The Board stood adjourned at 9:45 pm.

Respectfully submitted,

Jennifer Mancinelli  
Recording Secretary