

**TOWN OF CHARLESTOWN  
SELECTBOARD MEETING  
AUGUST 17, 2016**

Selectboard Present: Art Grenier (Chair); Steven Neill, Thomas Cobb

Staff Present: David Edkins – Administrator  
Keith Weed – Highway Superintendent:  
David Duquette – Water & Wastewater Superintendent  
Patrick Connors – Police Chief  
Craig Fairbank – Recreation Director  
Mark LaFlam – Assistant Fire Chief  
Patricia Chaffee – Selectboard Office / Code Enforcement Officer

**CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Mr. Grenier called this meeting to order at 6:30 PM in the Community Room and welcomed everyone. The Pledge of Allegiance was recited. Mr. Grenier advised that meetings are recorded and asked that anyone wishing to speak identify themselves for the record. Comments should be addressed to the Chair.

**BID OPENINGS:**

**FIRE STATION RENOVATIONS:** Mr. Neill opened two bids that were received for the Fire Station Renovations. Mr. Grenier advised that they are broken down into four phases as follows:

- Blanc and Bailey:
  - Phase I - \$26,300.00
  - Phase II - \$30,400.00
  - Phase III - \$22,600.00
  - Phase IV - \$12,950.00
  - Project Total - \$92,250.00
  
- R. Meier Carpentry and Remodeling, LLC:
  - Phase I - \$35,927.00
  - Phase II - \$23,980.00
  - Phase III - \$29,145.00
  - Phase IV - \$22,495.00
  - Project Total \$111,547.00

Mr. Edkins advised that these bids will be given to Mr. Joey Carter, Chair, and his Fire Station Renovations Committee members, and they will come back with their recommendation.

**TRANSFER STATION RE-USE HUT:** Mr. Neill opened two bids that were received for the Transfer Station Re-Use Hut as follows:

Concrete Slab Project:

- R. Meier Carpentry and Remodeling, LLC-: \$5,862.00
- Normand R. Beaudry Construction Co. - \$6,200.00.

## Charlestown Selectboard Minutes – August 17, 2016 – Page 2

### Part II – Building Itself:

- R. Meier Carpentry and Remodeling, LLC - \$11,675.00;
- Normand R. Beaudry Construction Co. - \$7,400.00.

Mr. Edkins advised that Mr. Keith Weed and the Selectboard will look at these bids and make a decision.

**PUBLIC HEARING – Transfer Station Ordinance & Fees:** Mr. Grenier opened this Public Hearing on the Transfer Station Ordinance and Fees at 6:47 PM. He read the Notice of Public Hearing as follows:

“The Selectboard of the Town of Charlestown, NH, will hold a Public Hearing on Wednesday, August 17, 2016, at 6:30 P.M. in the Selectboard Office, 216 Main Street, Charlestown, NH to hear public comment on a proposed Transfer Station Ordinance and revisions to the Transfer Station Fee Schedule. Copies of the proposed Ordinance are available for public inspection in the Selectboard Office during regular business hours. Copies of the revised Fee Schedule will be available in the Selectboard Office beginning on Tuesday, August 9, 2016.

Any and all persons wishing to be heard on this matter are invited to attend the hearing and make their opinions known. Written comments may be submitted to the Office of the Selectboard, 216 Main Street, PO Box 385, Charlestown, NH 03603.”

Mr. Edkins mentioned there are copies of the Ordinance and Fee Schedule available for review. This new Ordinance states the new rules and penalties. Many sections of the Ordinance have not changed. The proposed fee schedule for the Transfer Station stickers is to increase the fees from \$35.00/year to \$50.00/year. The back page lists the Disposal Fees for other materials; these are based on the Town’s costs to dispose of them. Mr. Weed noted that they had been charging \$50.00 for larger loader tires but it has been costing \$150.00 to dispose of them therefore the revised cost will be \$175.00/tire. Mrs. Houghton asked if it will be effective tomorrow. Mr. Edkins explained that people have been coming in for the last two-to-three weeks trying to buy their new stickers that become effective September 1<sup>st</sup> but they were told they had to wait until after this Public Hearing. The new rates will be effective tomorrow, assuming that the Board approves them tonight.

Mr. Neill pointed out that in the Workshop they did not get to discuss the fee for going over the scales for items that need to be weighed; it is now \$4.00. Mr. Davis said it is not enough. Cold River charges \$15.00 and the fee at St. Pierre’s is \$8.00. Mr. Neill suggested the Town charge \$8.00 to reflect that we are not in competition with them. Mr. Weed advised that the Town does not do that much weighing business across the scales. Mr. Neill pointed out that the Town spends a lot of money on the scales and calibrations. He thinks \$10.00 would be a more realistic number. There was no opposition to this increase. Mr. Grenier recommended that they move forward with \$10.00 for the across the scale fee.

Mr. Grenier asked if there was any opposition to the increased sticker fees. Mr. James Jenkins asked if that is enough. Mr. Grenier replied that 2-or-3 years ago the Selectboard increased this fee to \$35.00 with the intent that they would gradually increase the stickers to \$50.00/year. Mr.

Edkins pointed out that this does not entirely cover all the cost to operate the Transfer Station as property taxes still cover a substantial amount but this will help. Charlestown has mandatory recycling.

There being no other public comment, Mr. Grenier closed this Public Hearing at 7:00 PM. There were 14 people in attendance.

**Mr. Cobb moved to adopt the new Transfer Station Ordinance for Charlestown, N.H with the fees as written in the document and with the amendment to increase the Scale Fee to weigh items such as vehicles/livestock from \$4.00 to \$10.00. Seconded by Mr. Neill. With all in favor, the motion was approved.**

**MINUTES OF PREVIOUS MEETING(S):**

**Mr. Neill moved to approve the Minutes of the Selectboard Non-Public Session #1 of July 6, 2016, as printed. These Minutes were signed by two members of the Selectboard. Seconded by Mr. Cobb. With all in favor, the Minutes were approved.**

**Mr. Neill moved to approve the Minutes of the Selectboard Non-Public Session #2 of July 6, 2016, as printed. These Minutes were signed by two members of the Selectboard. Seconded by Mr. Cobb. With all in favor, the Minutes were approved.**

**Mr. Neill moved to approve the Minutes of the Selectboard Emergency Meeting of July 7, 2016, as printed. These Minutes were signed by two members of the Selectboard. Seconded by Mr. Cobb. With all in favor, the Minutes were approved.**

**Mr. Cobb moved to approve the Minutes of the Selectboard Non-Public Session of July 20, 2016, as printed. These Minutes were signed by three members of the Board. Seconded by Mr. Neill. With all in favor, the Minutes were approved.**

**Mr. Cobb moved to approve the Minutes of the Selectboard meeting of July 20, 2016, with the following clarification. Page 1, Transfer Station, Change: “Mr. Cobb requested that it be posted on the basis of rate changes without stating the amounts” to “Mr. Cobb requested that the notice be posted to meet the deadline of a Public Hearing even though they had not yet made a decision on the amounts.” Mr. Edkins concurred that the Selectboard had not yet established the amounts. Seconded by Mr. Neill. With all in favor, Minutes were approved as corrected.**

**DEPARTMENT HEAD & COMMITTEE REPORTS:**

**Recreation Department:** Mr. Craig Fairbank reported that the Committee met later than usual this month due to the trip to Florida as many members attended the National Girls Softball Tournament. They had a successful tournament, everything went well, and the girls came in 9<sup>th</sup> in the country. They had a lot of discussion about soccer sign-ups; they will be from August 23<sup>rd</sup> through September 3<sup>rd</sup>. There will be a Jamboree on September 17<sup>th</sup> at Patch Park. A decision was made to start making plans for the Winter Carnival a little earlier this year; the dates were set as January 28<sup>th</sup> to February 4<sup>th</sup>, 2017. Tonight he is taking measurements at Patch Park for

the playground. They are having problems with the bark mulch washing out. Mr. Cobb suggested looking into rubber mats as they are not that expensive. The pool closed yesterday; the cover is on. The pump will run for a while; they need to keep the chlorine in to keep it sanitized. Mr. Grenier mentioned that the chlorine needs to continue until the water temperature is cooler. Mr. Fairbank will check on it weekly and then they will plan on winterizing it all at once. Mr. Duquette will assist with the drain-down. Mr. Neill recommended that Mr. Fairbank shop around for anti-freeze to get the best price.

**Police Department:** Police Chief Pat Connors reported that last Monday Officer D.J. O’Sullivan and Officer Jeremiah Haynes went to the Police Academy for their PT test and did well. They will be starting at the Academy on August 29<sup>th</sup> and will be gone for 16 weeks. He has a certified officer who would like to work part-time for the department; Officer Duffett is showing him around the Town. On Saturday, August 13<sup>th</sup> there was a mobile home fire in the Ponderosa Park. He wants to recognize the firefighters especially those on the first truck; Shaun O’Hearne was driving, Dave Frederick, Walter Sombric. When he arrived shortly before Mark LaFlam got there they could see smoke and quickly flames shot up. The mobile homes are close together in that section of the park but there was no damage to them or a car parked nearby. They did a phenomenal job keeping that fire down. This was the first structure fire for the new dispatch center and it went well. Mrs. Michelle Desilets was the dispatcher. Everyone did a great job.

The department has been very busy; arrest numbers are way up. He compared the year-to-date numbers with 2013.

- Calls For Service – In 2016 there were 5,426 compared to 3,395 in 2013;
- Arrests – In 2016 there were 130 compared to 75 in 2013;
- Incidents – In 2016 there were 98 compared to 70 in 2013;
- Motor Vehicle Stops – In 2016 there were 1,103 compared to 486 in 2013;
- Crashes – In 2016 there were 53 compared to 62 in 2013.

The Department is kept busy and they are doing a good job. He is now fully staffed. Mr. Fairbank communicated with Chief Connors that there have been problems at Patch Park after it is closed plus there have been problems at the pool. He will ask the officers to do extra patrols in those two areas. Chief Connors would like to have Mr. Weed set up a meeting with his Transfer Station staff so they can talk about enforcement of the ordinance/rules. Mr. Cobb mentioned there is a new camera system at the VA; he explained its operation. He would like Chief Connors to attend a meeting. Mr. Corbett gave Mr. Edkins some available dates to meet. A decision was made to schedule the meeting on the cameras for August 31 at 4:30 PM. Ms. Chaffee and Mr. Edkins will attend.

Chief Connors applied for an Emergency Management Grant for Mobile Data Terminals and Vehicle Repeaters. It is for an \$80,000.00 Grant in which the Town will be responsible for a 50% match (\$40,329.00 in-kind match from previously purchased equipment). This will give them the opportunity to do some work in the cruiser instead of going through dispatch. The NH Office of Homeland Security and Emergency Management needs to have meeting minutes showing that the governing body has accepted the terms of the grant. Jerry Beaudry assisted with writing the Grant application.

**Mr. Cobb moved that the Town of Charlestown Board of Selectmen, in a majority vote, accepted the terms of the Emergency Management Performance Grant (EMPG) as presented in the amount of \$40,329.00 for the purchase of Mobile Data Terminal devices and vehicle repeaters. Furthermore, the Selectboard acknowledges that the total cost of this project will be \$80,658.00, in which the Town will be responsible for a 50% match of \$40,329.00 in-kind match from previously purchased equipment. Seconded by Mr. Neill. With all in favor, the motion was unanimously approved.**

**Transfer Station:** Mr. Weed had nothing new to report.

**Highway Department:** Mr. Weed advised that the sand shed is almost full and more is coming. Some of his staff is back to work so they will get back to doing the gravel roads. Out of the two new employees one left after working three days. Another employee that went out in April will be coming back on Monday. They started mowing roadside brush today. They had a few wash-outs; spent all day Monday on Blair Hill, South Hemlock Road and North Hemlock Road. The catch basin cleaning is all done. Some work was finished on Salt Shed Road. They are ready for paving; it will probably be done the first week in September. Mr. Weed signed a contract for road salt with Granite State Minerals for the same price as last year. The new loader came in yesterday.

**Water and Wastewater Department:** Mr. Duquette met with the Fire Department last week on water conservation and the Wellhead Protection area. It was a good meeting; positive and productive. Mr. Edkins will give them a map of the protection areas. Mr. Duquette will also meet with the Police Department. On their radios he sometimes hears about vehicle accidents and spills so he worries about the wells being contaminated. They need to know more about what needs to be done. Water usage is important; they need to keep track of any water they use. They need to know what fire hydrants cannot be used; they are all color coded. Mr. Duquette had a power outage last weekend. He explained what happened; Tony Rossario is coming to look at it. Caterpillar serviced the generators last week. There are some things that should be done; he will supply the Selectboard with the list plus estimates. They developed a leak in the lagoon so he will have to have a diver repair that; it will be costly.

Mr. Edkins noted that some paperwork was received from the NH Department of Environmental Services (DES) regarding the Industrial Wastewater Pretreatment Program / Compliance Inspections. Mr. Duquette replied that the DES did their inspection at Whelen Engineering. They want Mr. Duquette to put more language in their permit, etc. There are mandatory things that need to be done. He is waiting for a reply from the DES as their letter is stringent. He will be working with Alexis Rastorguyeff of the Wastewater Engineering Bureau.

The leak on East Street Ext. was repaired today. Mr. Edkins had hand-delivered a letter to the property owner and it was fixed two days later. Mr. Neill noted that this is an on-going problem. Mr. Duquette said there are a lot of people that have long service lines. Now they put in a meter pit; they are about \$600.00 plus installation. Mr. Neill suggested Mr. Duquette send the owners a letter indicating that a lot of issues have happened and give them the opportunity to do it properly or go to a meter pit. Mr. Edkins will draft the letter; Mr. Duquette will review it.

## **Charlestown Selectboard Minutes – August 17, 2016 – Page 6**

Mr. Duquette received a letter regarding PFOs. A new chemical was detected in the water out West so now everyone receives a notice. It is similar to the lead and copper issue. It is a voluntary program but if the Selectboard would like the test done he will do so. These are expensive tests. He would recommend holding off on it for now.

This last week they did a lot of mowing and other routine things. Mr. Duquette would like to get A-1 Sewer Service in to clean the sewer basins. He asked if he could use the same contractor as they know our system or go out for bid. The work will cost about \$6,100.00 for the week; that money is in his budget. Mr. Neill suggested that he put his budget together so they know where the money is coming from. Ms. Chaffee noted that some lines need adjusting. They replaced the fire hydrant on Fairbrother Avenue. Mr. Grenier advised that the Selectboard would like to see Mr. Duquette's proposed budget by the end of September. They know that adjustments will need to be made.

**Selectboard Office / Code Enforcement Officer:** Ms. Chaffee reported that most residents should have received their re-evaluation letters from KRT. They will set their own appointments for next week. For Code Enforcement she dealt with a few issues that were brought to her attention but there is nothing too concerning.

**Fire Department:** Mr. Mark LaFlam reported on the fire last Saturday night. The alarm came in at 21:54 and by 22:33 they called it under control. At 22:48 they started releasing from the scene; by midnight it was completely done. Their 2015 calls are all in the system and reported to the State. They are starting their 2016 calls. Less than 900 gallons of water put that fire out. He met with Mr. Duquette today; he did the building inspection. They should be able to get a few things done in the next week. Mr. Duquette mentioned the floor drain; it is a major issue. Mr. Grenier agreed that it should be addressed.

Mr. Cobb advised that three quotes were received for the over-head doors as follows.

- Alva Construction - \$3,600.00;
- Overhead Door Company of Rutland - \$6,350.00; An option is \$3,375.00;
- Valley Overhead Door - \$5,853.00.

These will be kept in the folder for further review. Mr. Joey Carter felt they could table making a decision on the doors for a while. Mr. Edkins noted that they are looking for quotes on the heating system. They should sit down together and look at the numbers.

### **PUBLIC COMMENT:**

**Nancy Houghton:** Mrs. Houghton asked what is happening with the Ambulance Service as she gets complaints on response times. She asked if the officers are being paid. Ms. Chaffee replied that they were paid for time submitted in July and there were a few stipend hours. They responded to quite a few calls in July. Mr. Grenier hopes the Selectboard will have more meetings with the ambulance service moving forward as they themselves acknowledge having issues and asked for help. It was noted that one member of the Police Department and one member of the Fire Department went to training and can now respond. Relative to the question on training, Mr. Grenier attended their last monthly meeting and Mrs. Patty Grant did provide some training. Mr. Edkins was asked to contact Mr. Dale Girard of Golden Cross Ambulance

Service to see when he is available to meet with the Selectboard and he will check with Mr. Anthony Giordano and/or Mr. Tom Grant to see when they are available for a meeting. Mrs. Houghton is most concerned with getting calls answered in a timely manner.

**Transfer Station:** Responding to questions on the hopper and demolition material, Mr. Weed explained that the demo box is for items like big plastic equipment/toys, pool liners and other items that are not household trash. If someone comes in with demolition they have to go across the scale so it will be paid for. Tires, TVs, and similar items have to be taken out of it and paid for separately. Mr. Grenier said they have talked about hiring a person to cover the compacter house at all times. An employee of the Transfer Station noted that it is impossible for two employees to do it all. There was discussion about employees reporting violations and the enforcement that can now be done under the new Ordinance. The cameras will be helpful.

Mr. Bob Davis referenced the Library roof project that is being done. We could put one of the Town's dumpsters out and take care of the shingles ourselves to save some money. Mr. Neill replied that this was an oversight as it should have been in the bid specs. It is something to think about moving forward.

**SELECTBOARD COMMENT:**

**Workshops:** Mr. Neill pointed out that they need to schedule some workshops. It was agreed to wait on the Fire Hydrant Policy until October. Ms. Chaffee referred to the recent fire in Ponderosa Mobile Home Park and there being a need to address the hydrant issues with the Fire Department. Is the Park going to be responsible for their hydrants? Mr. Mark LaFlam said this is a private hydrant that they never knew about until that night when there was a problem with the adapter size. This was the first structure fire in the Park since the hydrants were put in. Mr. Grenier summarized by stating this will have to be dealt with during the workshop.

Mr. Edkins reported that the part-time person now covering the Welfare Office under Community Alliance has agreed to stay on as a Town employee for now but she is looking for a full-time position. However this arrangement gives us a little time. The Selectboard talked about hiring a 20-hour a week employee to cover the Welfare and work in the Selectboard office as there is enough money in the budget. Mr. Grenier asked Ms. Chaffee to set up interviews with several qualified applicants for Monday, August 22<sup>nd</sup> at 4:30 pm. Mr. Edkins will not be able to attend this workshop but will post the meeting.

**OLD BUSINESS:**

**New Town Building – Carpeting:** Mr. Weed looked at the carpeting after it was finished. He feels it looks good. Helie Carpeting will fix anything that needs to be done. Mr. Cobb explained that there was a discrepancy in the billing of about 40-yards. Mr. Helie asked if the Town would be willing to split the difference with him. The Selectboard discussed that this was done through the bid process and the other company did not get the job because of Helie's low bid therefore they feel they are obligated to pay only the bid price. Mr. Cobb will contact Mr. Helie. Ms. Chaffee will issue the check tomorrow.

**ADMINISTRATOR’S REPORT & CORRESPONDENCE:**

**Boston Post Cane:** Mr. Edkins reported that the current holder of the Boston Post Cane passed away so they need to find a new recipient. In 2007 the Selectboard established protocols. He will place an ad in the newspaper and Our Town to try to find the oldest citizen in Town who is eligible to receive it.

**Community Alliance:** Mr. Edkins advised that Community Alliance will no longer provide Welfare Assistance after the end of August. Community Alliance is basically going out of business as of September 9<sup>th</sup>. There will no longer be any bus service in Town. Ms. Chaffee and Mr. Edkins will pro-rate what the Town owes them and send a check for their service.

**Federal Communications Commission:** Mr. Edkins mentioned that a Petition for Special Relief was filed by Comcast for Modification of the Television Market of Station WYCI, Channel 40 in Saranac Lake, NY. A detailed document was attached.

**Legislative Bulletin:** Mr. Edkins said there is some good information in the Legislative Bulletin for towns so he felt the Selectboard should take a look at it to see changes made during the last Legislative Session.

**FINANCIAL ADMINISTRATION – Payroll, Purchase Orders, Manifests, Contracts, Warrants, Abatements, etc.:**

**Payroll:** The Selectboard approved and signed the Payroll Check Registers and Direct Deposit Registers dated August 16, 2016 and August 17, 2016.

**Purchase Orders:** The Selectboard approved and signed sixteen purchase orders. A list was available for review and a copy will be attached to these Minutes.

**Business Service Order Agreement:** Ms. Chaffee reported that Mr. Gordon Brown of Comcast reviewed plans for the move across the street. There will be a higher speed business service. They will be leaving service in the Library Building but there is no charge for the library. The Selectboard approved having Mr. Grenier sign this agreement with Comcast.

**Accounts Payable:** The Selectboard acknowledged receipt of the monthly bill from Gardner, Fulton and Waugh for legal services.

**MS-1 Extension Request:** This form is to request an extension from the Department of Revenue Administration as Ms. Chaffee feels they will need another two weeks due to the revaluation. This is to have the DRA set the tax rate.

**Apply for Reimbursement to Towns and Cities:** The Selectboard signed this document to apply for reimbursement for Federal and State Forest Land. It is a moderate reimbursement for property taxes.

**E-9-1-1:** The Selectboard approved the document naming Ms. Patty Chaffee and Ms. Jennifer Meade as the E-911 liaisons for the Town. Mr. Grenier signed the form.



**Notice of Intent to Cut:** The Selectboard approved the Notice of Intent to Cut for Bascom Maple Farms, Inc., Map #240-Lot #002 off the Sam Putnam Road.

**Certificate of Internment:** The Selectboard signed the Certificate of Internment for one lot in the Pine Crest Cemetery.

**APPOINTMENTS, PERMITS, LICENSES & RESOLUTIONS:** There were no Appointments, Permits, Licenses or Resolutions presented at this meeting.

**EX-OFFICIO COMMITTEE REPORTS:**

**Conservation Commission – Steve Neill:** Mr. Neill reported that the CC met last Monday night but there was no new discussion.

**CEDA – Tom Cobb, Dave Edkins:** Mr. Cobb said there were no meetings since the last report.

**Planning Board – Tom Cobb, (Art Grenier, Alt.):** Mr. Cobb advised that the PB met last night. They approved a Lot Line Adjustment between Existing Lots on Elm Street for Fisk and Lawry. Mr. John Olson came in for a preliminary consultation on his proposed plans to construct a 60,000 square foot building plus loading dock and storage area off the Old Claremont Road. There was a lengthy discussion with the abutters who are upset with the potential additional traffic flow onto the Old Claremont Road and lighting. There will be 75 new parking spaces but there might not be 75 employees at this building. Some complaints were about the current traffic. Police Chief Connors pointed out that Whelen has staggered their shifts to address traffic concerns. Mr. Brian Boardman said they would look into staggering them some more. Mr. Edkins pointed out that the big concern is for this new building to exit directly across from Emma's. Mr. Olson will look into other driveway options. Blue Stream Aquaculture NH, LLC came in for a preliminary consultation for their proposed Commercial Fish Farm off the Burma Road. They had submitted an application however some abutter's notices were mailed to physical addresses rather than mailing addresses therefore they will be sent out again. It seems like a good project; it will have a low impact on the Town. Mr. Edkins noted that this was going to be carried over to the September 6<sup>th</sup> meeting but the applicant has requested carrying it over to the September 20<sup>th</sup> meeting.

**Heritage Commission– Art Grenier:** Mr. Grenier noted that they will meet on August 23<sup>rd</sup>.

**Recreation Committee – Art Grenier:** Mr. Grenier reported that they met last Tuesday. They talked about the up-coming soccer season and the Winter Carnival. They set up a meeting for August 23<sup>rd</sup> for a budget workshop.

**CIP Committee – Steve Neill:** There have been no CIP meetings.

**OTHER BUSINESS:**

**Planning Board:** Mr. Neill pointed out that the Selectboard was not able to be presented at the August 2<sup>nd</sup> Planning Board meeting as both Mr. Cobb and Mr. Grenier were out of town. They need a motion to have two alternates instead of one so Mr. Neill can fill in.

**Mr. Cobb moved to add Mr. Steve Neill to the Planning Board as an ex-officio alternate. Seconded by Mr. Grenier. With Mr. Cobb and Mr. Grenier in favor, the motion was approved. Mr. Neill abstained from the vote.**

**NON-PUBLIC SELECTBOARD SESSION – RSA 91-A:3 II:**

**Mr. Cobb moved to enter into a Non-Public Selectboard Session pursuant to RSA 91-A:3 II to discuss (b) Hiring, (c) Reputations and (d) Acquisition, Sale or Lease of Real or Personal Property. Mr. Neill seconded the motion and, on a roll call vote with all in favor, the motion was approved at 9:20 PM.**

The regular Selectboard meeting resumed at 11:09 PM.

**ADJOURNMENT:**

**Mr. Cobb moved to adjourn this meeting. Seconded by Mr. Neill. With all in favor, the meeting was adjourned at 11:10 PM.**

Respectfully submitted,  
Regina Borden, Recording Secretary

Approved,

Art A. Grenier, Chair

Steven A. Neill

Thomas Cobb

**(Note: These are unapproved Minutes. Any corrections will be found in the Minutes of the September 7, 2016, Selectboard meeting.)**