

APPROVED

BOARD OF SELECTMEN'S MEETING

MONDAY, DECEMBER 11, 1995

7:30 P.M. - MUNICIPAL OFFICE BUILDING, HANOVER, NH

The meeting of the Board of Selectmen was called to order at 7:30 p.m. by the Chairman, Marilyn W. Black. Present were: Marilyn W. Black, Chairman; Jack H. Nelson, Vice Chairman; Katherine S. Connolly, Dorothy Behlen Heinrichs, Dorothy King, Clifford R. Vermilya, Town Manager and members of the public.

Chairman Black announced that this meeting was being taped by CATV6 and that assistive listening devices were available for anyone who wished to use them.

1. PUBLIC COMMENT

There were no public comments.

2. PRESENTATION BY HANOVER WATER WORKS ON REQUESTED RATE INCREASE

Ms. Black introduced Carl Long, the President of Hanover Water Works, to help explain the rate increase which has been requested by the water company and the necessity for the increase.

Carl Long distributed information containing statistics regarding the water company's operations. He indicated that the company was founded in 1893 as a result of a determination that a reliable water supply was needed by the town and also as a result of funds contributed by the Town of Hanover and Dartmouth College. He indicated that the company invests profit in assets and bills the users of the system with the idea of getting a return on the invested money, but that over the last several years the return has been 1 cent on every dollar of assets owned by the company. Mr. Long explained that net income indicates a large increase in 1991 because in October of 1990, a new rate was approved by the Public Utilities Commission. The first billing after that approval was in January of the following year, so that the whole year reflects income to which the company was entitled as a result of the PUC authorizing increased charges for the last 3 months in 1990. In effect, it shows more than the normal 12 months income.

The information distributed by Mr. Long shows a loss last year of \$28,000, and he indicated there will be a similar loss this year. He stated that from 1990 - 1994 the average income of the Company was \$16,000 and the return on assets is less than 9/10 of 1 percent. He further stated that in 1992 through 1994 there basically was no change in the revenue of the company. There was no growth in the Town of Hanover utilizing increased amounts of water, therefore the income stayed fairly constant. He commented that the only way to generate revenue is to sell more water, or charge more for the water sold.

PRESENTATION BY HANOVER WATER WORKS ON REQUESTED RATE INCREASE
(Continued)

Mr. Long explained the uses of the revenue received by the company. He indicated that over the last six years the cost of production, materials, labor, etc. has increased from \$54,000 to 80,000. There was a large increase during 1993/1994 as result of increased restrictions imposed by the Department of Environmental Services to test and disinfect the water supply. He stated that costs of transmission, distribution, operations and maintenance has remained fairly constant, leveling out at approximately \$120,000. per year. Mr. Long explained that the increase in general and administrative from \$70,000 in 1989 to \$152,000 in 1994 was due primarily to increased costs of Blue Cross/Blue Shield, instituting a pension plan and paying retirement charges for senior employees who resigned. He further stated that office salary and supplies increased from \$71,000 to \$92,000, and taxes increased from \$123,000 to \$151,000.

Mr. Long explained that the water company's expenses are subject to two major forces: one being inflation, although raises for the company's employees have been minimal. Secondly, the company has been forced to improve the disinfection procedures as a result of Safe Water Drinking Act. Mr. Long indicated that the company has chosen chlorine dioxide as a disinfectant, which is three to four times as strong a disinfectant as chorine, which had been used previously. He also indicated that chorine dioxide was substantially more expensive then chlorine, resulting in a cost of approximately \$25,000. Mr. Long stated that the smaller tank for the new disinfectant system cost approximately \$850,000. The company is also now required to do increased testing of the water supply, testing all water 3 times a week. He further stated that the costs of increased testing are roughly \$2,000 to \$3,000 per year.

Mr. Long explained that in June of 1970 the Company entered into loan agreement in the amount of \$800,000. The directors of the company have required that debt to be paid off, which will incur an additional cost of \$15,000 per year.

In summary, Mr. Long reported that \$90,000 for the new facility, \$25,000 for chemical costs, \$5,000 for testing, \$15,000 to pay down the prior debt and \$20,000 for inflation total \$155,000, which represents 80% of requested rate increase. He stated that the primary reason for requesting a rate increase is to pay off the expenses associated with providing a potable water supply to the people of Hanover. He indicated that the Public Utilities Commission will be arriving in Hanover shortly to go over the books and will give their final word in April of 1996.

Dorothy Behlen Heinrichs asked that if the expenses mentioned above represent 80% of the requested rate increase, what constitutes the other 20%. Mr. Long replied that the company is starting with a loss, and hopefully the rate increase will allow the company to offset the loss and show a modest profit.

Steve Buskey, property owner in Hanover, asked if there was a certain time period to request these rate increases and whether it would be possible to request a smaller rate increase on a more frequent basis.

PRESENTATION BY HANOVER WATER WORKS ON REQUESTED RATE INCREASE
(Continued)

Mr. Long replied that the increase ultimately becomes 26% no matter how it is phased in. He stated that the increase would raise the average Hanover homeowner's water cost to the average of the State, indicating that the average homeowner's bill is \$143.00 per year.

Steve Buskey stated that he was concerned primarily about commercial properties. Mr. Long replied that every user pays the same rate, which is 90 cents per 100 cubic feet of water.

Ms. Connolly asked why the money borrowed to build the disinfectant facility was put on a 25 year note. Mr. Long replied that he assumed the bank and the Public Utilities Commission had input with regard to the terms of the note. He explained that the water company is allowed to recover interest costs by the rate charged for water, but not allowed to recover principal payments except as they are paid for out of after-tax profit. He indicated that the note bears a favorable interest rate of 7 1/2% prime plus 1 1/2%, and that the note gets renewed in approximately two years.

Ms. Black asked Mr. Long to explain why the request rate increase had to go through the Public Utilities Commission and why the water company is controlled by the PUC. Mr. Long replied that the water company is a stock-for-profit company which is owned virtually one-half by the college and one-half by the Town of Hanover. He further stated that the rate structure is controlled by the state board and the agency which enforces that board is the Public Utilities Commission.

3. TO CONSIDER AND TAKE ACTION ON RE-ESTABLISHING THE BOUNDARIES OF CHANDLER ROAD

Mr. Vermilya produced a map indicating the boundaries of Chandler Road. He reported that Chandler Road is a road established many years ago, and that the boundary markers on the south side have disappeared. He stated that Helen Lacoss, a property owner on Chandler Road, has asked that the boundaries be re-established. Mr. Vermilya indicated that the town attorney dealing with road situations, Larry Gardner, has suggested the selectmen re-establish the boundaries of Chandler Road. Mr. Vermilya stated it would be necessary for the selectmen to pass a motion as outlined in Mr. Gardner's recent letter. The motion would then be sent to the owners affected, Helen Lacoss and Mr. and Mrs. Walker Weed, who would then have an opportunity to object to the boundaries. Otherwise, the motion would re-establish the boundaries as proposed. Mr. Vermilya stated that the motion as stated in Mr. Gardner's letter be read into the record.

TO CONSIDER AND TAKE ACTION ON RE-ESTABLISHING THE BOUNDARIES OF CHANDLER ROAD (Continued)

Ms. Connolly MADE THE MOTION that Chandler Road was laid out as a Town highway August 19, 1784. A copy of the layout taken from the Town highway records at page 10 is attached and made a part of this Motion as Exhibit A.

This Town highway has never been discontinued and has always been used as a Town highway.

Over the years, the boundary lines of Chandler Road in the area of the intersection with Three Mile Road have become, lost, uncertain or doubtful.

In the opinion of the Selectmen, the boundary line of that portion of Chandler Road shown on a plan entitled "Helen Lacoss, Three Mile Road & Chandler Road, Hanover, New Hampshire," dated June 12, 1995, Project No. 252784, drawn by K.A. LeClair Assoc. Inc., shows the boundaries as they were originally established.

The boundary lines of that portion of Chandler Road are hereby re-established in their original location as shown on said Plan. A copy of the Plan and this Motion shall be given in hand or sent by Registered Mail to the last known address of all persons claiming ownership or interest in the land adjoining the re-established highway, and to the owners of property within the limits of such highway. Further, a copy of the Plan and this Motion shall be filed with the Town Clerk.

The action of the Board of Selectmen re-establishing that portion of the boundary liens of Chandler Road as shown on said Plan is made pursuant to RSA 231:27 and according to the manner and procedures as set forth in RSA 228:35.

Dorothy Behlen Heinrichs SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION TO RE-ESTABLISH THE BOUNDARIES OF CHANDLER ROAD AS SET FORTH ABOVE.

Helen Lacoss, a property owner on Chandler Road, stated that the boundary, as shown on the plan is not as it was originally established, but it is exactly the way she would like to have it re-established. Ms. Lacoss also requested that a copy of the motion be sent to the assessor as well as the town clerk. Mr. Vermilya replied that when the motion is sent to the town clerk it also gets filed with the assessor.

4. ADMINISTRATIVE REPORTS

Mr. Vermilya

Mr. Vermilya stated he is in the process of completing a grant from the State Energy Office for electric truck conversions that required a resolution as follows: "RESOLVED that this corporation (the Town) enter into a contract with the State of New Hampshire, acting through its governor's energy office with provision of conversion of a gasoline

ADMINISTRATIVE REPORTS (Continued)

truck to an electric powered truck, and **RESOLVE** that the town manager is hereby authorized on behalf of this corporation to enter into said contract with the State, to execute any and all documents, agreements and other instruments and any amendments, revisions or modifications thereto as he may deem necessary, desirable or appropriate."

Mr. Vermilya reported that the project is now in the hands of the Dartmouth Thayer students and should be finished at the end of the term, which is the beginning of March.

The Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE ABOVE RESOLUTION.

Mr. Vermilya also reported that he had received a request from the recreation department to be allowed to erect the winter games banner from January 20 to January 30.

Ms. Heinrichs MADE THE MOTION that the recreation department be allowed to erect the winter games banner from January 20 to January 30, 1996. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ALLOW THE RECREATION DEPARTMENT TO ERECT THE WINTER GAMES BANNER FROM JANUARY 20 TO JANUARY 30, 1996.

Mr. Vermilya stated he had received a request from the Grafton County Commissioner that the a member of the Board of Selectmen be named to serve as incorporator of the Grafton County Regional Economic Development Council. He indicated this is something that state law now requires each county create, and in order to so they need incorporators. Jack Nelson volunteered to serve as incorporator.

Ms. Black MADE THE MOTION that Mr. Nelson be appointed as an incorporator of Grafton County Regional Economic Development Council. Ms. Heinrichs SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT JACK NELSON AS AN INCORPORATOR OF THE GRAFTON COUNTY REGIONAL ECONOMIC DEVELOPMENT COUNCIL.

Mr. Vermilya entered into the record the following letter which he wrote to the Hanover Board of Selectmen:

"Dear Willy, Jack, Kate, Dorothy, and Dot:

It is with genuine mixed feelings that I submit my resignation from the position of Town Manager effective March 1, 1996. The immediate cause of this resignation is my appointment to the position of Executive Director of the Lake Sunapee Protective Association.

Chris and I have spent a great deal of time over the past six months evaluating options for future activities and have decided that it is time for me to make a change. After 35 years in municipal management I look forward to new challenges and opportunities. Fortunately, the Lake Sunapee Protective Association offers such an opportunity and we have decided to take it.

ADMINISTRATIVE REPORTS (Continued)

I would be remiss if I didn't express our deep appreciation for the marvelous way in which we have been treated by the Town of Hanover over the past twelve + years. Over the years the Boards have given me the freedom to carry out my responsibilities as I saw fit with no meddling or interference. That is unusual in today's world and I sincerely respect and appreciate it.

I believe I leave the Town in extremely capable hands. I firmly believe that the management team which is responsible for managing the various departments is without parallel in professional competence and dedication to their work. Hanover municipal employees perform at an extraordinary level in providing service to the citizens of Hanover. It has been a marvelous experience and a real privilege to have had the opportunity to work with them over the years.

Even though this resignation is effective on March 1, I will be available to assist the Board and Jean Ulman as Interim Manager in any way I can. Particularly in preparation for the Annual Town Meeting, if I can be of help, please ask.

Good Luck and Godspeed.

Most Sincerely,

Cliff Vermilya"

Ms. Heinrichs expressed deep gratitude to Mr. Vermilya for leaving the Town of Hanover on such sound footing. **Ms. Heinrichs MADE THE MOTION to accept the resignation of Clifford Vermilya as Town Manager. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ACCEPT THE RESIGNATION OF CLIFFORD VERMILYA AS TOWN MANAGER.**

5. SELECTMEN'S REPORTS

Ms. Heinrichs

Ms. Heinrichs reported that everyone will soon be receiving Curbside Comments from the Recycling Committee. She also reported that Hanover Christmas Tree recycling will take place on January 7, 1996 from noon to 3:00 p.m.

Mr. Vermilya reported that since Christmas and New Year's fall on a Monday this year, on Tuesday of those two weeks (December 26 and January 2) there will be two recycling trucks in town. One truck will pick up Monday's route, and one will pick up Tuesday's route, allowing everyone to have a collection each week.

Ms. Connolly

Ms. Connolly indicated the Planning Board had discussed a previously approved subdivision.

SELECTMEN'S REPORTS (Continued)

Ms. Connolly MADE THE MOTION to appoint Gary Johnson as an alternate to the Planning Board. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen UNANIMOUSLY VOTED TO ELECT GARY JOHNSON AS AN ALTERNATE TO THE PLANNING BOARD.

Mr. Nelson

Mr. Nelson reported that the Parking and Transportation Board met last week and there were three items to be brought to the Board. He stated that the Parking and Transportation Board had inquired of Richard Hauger on the possibility of putting parking on Currier Place. Mr. Hauger responded to the Board indicating that the cost of widening the road in that location would cost approximately \$5,000, creating 16 parking spaces. Mr. Nelson felt this would go a long way to alleviate the parking problem created by the Howe Library.

Mr. Nelson stated there have been comments and concerns from neighbors about additional parking in this area. The neighbors are concerned that parking is encroaching into a residential neighborhood. Also, the neighbors feel that people park on Currier Place anyway, and in the winter it narrows the street to one lane, causing concerns about emergency vehicles, pedestrians and accidents. Mr. Nelson feels a public hearing regarding this matter would be in order.

Ms. Connolly suggested that the problems of wetlands difficulty in this area be addressed as soon as possible.

Ms. Black scheduled a public hearing be placed on the agenda for the second meeting in January, and stated that the abutters would be notified.

Mr. Nelson also reported that the Parking and Transportation Board would like to change the cost per hour on the 30 meters in back of the Marshall Lot from 50 cents per hour to 25 cents per hour. The consensus of the business community and the Parking and Transportation Board, with the exception of Mr. Nelson, is that these particular spaces are not being fully utilized as employee parking, and that the reduction in the rate would encourage the employees to park in this area.

Mr. Vermilya stated that in order to reduce the rate, there has to be a public hearing.

Ms. Black placed a public hearing on this matter on the agenda of the first meeting in January.

Mr. Nelson stated that the parking lot behind the municipal building is being redesigned to be a controlled parking lot and to be more attractive. He reported that the next phase of the contract will include planting, lighting and cost estimates and will be ready for the January Parking and Transportation Board meeting. He stated that the redesigning of the parking lot will result in more green space, better lighting, better traffic flow and will result in the addition of seven parking spaces.

SELECTMEN'S REPORTS (Continued)

Ms. Black inquired if this addition of parking spaces would result in the taking of any property, and Mr. Nelson answered that it does not.

Mr. Nelson stated that the plans for the parking lot are available in the municipal building for the public to view.

Jean Ulman inquired if the proposal will include costs estimates for a managed lot as well as an unmanaged lot. Mr. Nelson answered that the cost estimates will represent capital costs only, for example, costs for gates and ticket booths but not the cost of manning the booth.

Ms. King

Ms. King had nothing to report.

Ms. Black

Ms. Black stated that she had attended a meeting of Dartmouth College on the proposal to have charges for cross country skiing in laid track on the golf course. The proposal calls for selling season tickets for \$40, or a charge of \$5 per day to ski on groomed tracks on the golf course and Oak Hill trails. She stressed that there is only a charge for skiing on the golf course if you are on one of the groomed trails; otherwise, you can ski without paying a fee. At Oak Hill the trails be laid by track and a there will be a fee for that area. There is not ample room to ski beside any of the trails in the Oak Hill area; this is to be used by Dartmouth and high school ski teams as they require groomed trails. The fees paid will help recoup the cost of grooming the trails.

6. DISCUSSION WITH ADMINISTRATIVE DEPARTMENT HEADS ABOUT THEIR DEPARTMENT ACTIVITIES AND CAPITAL BUDGET REQUESTS

Mr. Vermilya introduced Donald Munro, the assessing official.

Mr. Munro

Mr. Munro stated that for the past five years Hanover has had a digitized mapping program showing the diagram of an outline of property, parcel number, and street address, as well as a database containing property records. This is a program that stores much information about a piece of property. He indicated that the town maps are about 20 to 30 years old. The program can be expanded to include information on a particular piece of property such as now many school age children reside there, does the property have town water and sewer, etc. He further stated that the program has use throughout not only the assessing office, but the public works department and police and fire departments as well. He indicated that his office had upgraded to Autocad which is the industry standard. He stated that the initial proposal for mapping was at a price of \$9,750.

DISCUSSION WITH ADMINISTRATIVE DEPARTMENT HEADS ABOUT THEIR DEPARTMENT ACTIVITIES AND CAPITAL BUDGET REQUESTS (Continued)

Ms. Black asked if this particular mapping would be compatible with Upper Valley Lake Sunapee, and Mr. Munro stated that it is compatible.

Mr. Munro further stated that the ratio of assessments to actual sales is very close to 100% and that this is true throughout the town with the exception of one neighborhood. The Town is divided up into 9 neighborhoods, with a designation of "1" indicating the lowest assessed neighborhood (Canaan Turnpike area), and "9" being the highest (Occum Ridge, Rope Ferry, Downing) where assessments are about 80%. He stated he expects these assessments to be brought up at rate of 10 to 15 percent next year, April of 1996, and brought into line with rest of town in April, 1997.

Mr. Munro stated that the assessment office was running smoothly, with very few appeal cases remaining to be heard. He commented that it is proposed within the next few months to enter all assessments onto Valley Net so that anyone can check their assessment.

Ms. Heinrichs questioned whether any of the assessment information was privileged information; Mr. Munro answered that it is all public record. He further stated that they have published an annual book containing all of the current assessments which is free and available to the public.

Mr. Vermilya introduced the director of finance, Mike Gilbar.

Mr. Gilbar

Mr. Gilbar indicated that the finance office has been running smoothly and has been involved in a variety of projects. He indicated he has been working with computer issues, hardware, software, and network management, as well as the implementation of the new accounting system which is a PC based system. He stated that a major asset of this software was flexibility in reporting. He indicated that the water company has also purchased the utility module and will be operating the program fairly soon. Mr. Gilbar anticipates that other departments would be able to send payroll information via timesheets over the network system, as well as using it to obtain information necessary to generate purchase orders.

Mr. Gilbar stated his office would like to centralize revenue collections to coordinate revenue from the different departments. Centralized collections would allow for more efficiency and accountability.

Mr. Gilbar reported that the police and fire departments now have networked, Howe Library has a network as well as the public works department and the municipal building. The recreation department has PC's, but is not networked.

DISCUSSION WITH ADMINISTRATIVE DEPARTMENT HEADS ABOUT THEIR DEPARTMENT ACTIVITIES AND CAPITAL BUDGET REQUESTS (Continued)

Mr. Gilbar stated that future projects of the finance office include: (1) centralize receivables, (2) rearrange the financial office, and (3) updating an out-of-date procedures manual. The auditors require an internal control procedure outline from the finance department. Mr. Gilbar hopes to have that outline completed within the next year in a format which can be updated as needed.

Mr. Vermilya introduced Jean Ulman in her capacity as supervisor of the town clerk's office in the municipal building.

Ms. Ulman

Ms. Ulman reported that there are no major expenses anticipated in the town clerk's area other than to purchase a printer for the tax collection area. She stated the office had a computer provided by the state to provide certified copies of birth, marriage and death certificates and within a year's time the department has provided 1,827 certified copies. 7,200 vehicle registrations as well as 100 boat registrations have been provided within a year's time. She further stated there has been an increase in dog licensing, with 516 dogs being registered within a year. She reported that the office also does ambulance, Medicaid and Medicare billings, as well as registering new voters, and signing up children and adults for park and recreation department programs. The office also collects rents for the 24 unit housing complex in Hanover, as well as answering the many and varied phone calls which come into the office.

Mr. Vermilya introduced Jay Barrett, Code Administrator.

Mr. Barrett

Mr. Barrett reported that the Code Administrator's office had experienced personnel changes and was down to two people full time. The office has hired a new person Susan Bellvue. He stated that Tara Banford had been with the office since early fall, on loan from Upper Valley Lake Sunapee, and has worked out very well. Mr. Barrett also commended Diane Taylor as an exceptional employee.

He stressed that the office was in existence to serve the public and needs to do that as efficiently, courteously, politely and helpfully as possible. He further stated that one of his goals is to maintain the good relationship the Code Administrator's office has with Dartmouth College, Main Street, and Kendal and he would strive to improve those relationships. Technical training and cross training within the office will continue. He stated that the bulk of his office's budget is salaries, but there is also provisions in the budget to have the car repainted, a new computer, a printer for upstairs, as well as tables and chairs to have a conference area.

7. OTHER BUSINESS

Mr. Vermilya indicated that in the capital budget there is another \$20,000 for boiler replacement; they will be asking for another \$20,000 next year and then go out to sealed bids and proceed in the summer.

He reported that although the court had plans to move into a new building in the summer of 1996, that would not be feasible because of bids that came in well over estimates. He indicated that the project probably will not go out to bid for another year and that the court will again be occupying the courtroom and two adjoining rooms. When they vacate the property, there is discussion about dividing up the courtroom with partitions to create conference rooms.

Mr. Vermilya also indicated that there is money in the budget this year to continue painting project which had begun in the downstairs area.

8. ADJOURNMENT

Ms. Connolly MADE THE MOTION TO ADJOURN. Ms. Heinrichs SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.

Ms. King MADE THE MOTION TO GO INTO NONPUBLIC SESSION TO DISCUSS NEGOTIATIONS. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO GO INTO NONPUBLIC SESSION TO DISCUSS NEGOTIATIONS.

The meeting was adjourned at 9:30 p.m.

SUMMARY

- 1. Ms. Connolly MADE THE MOTION to re-establish the boundaries of Chandler Road. Ms. Heinrichs SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION TO RE-ESTABLISH THE BOUNDARIES OF CHANDLER ROAD.**
- 2. Ms. Heinrichs MADE THE MOTION that the recreation department be allowed to erect the winter games banner from January 20 to January 30, 1996. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ALLOW THE RECREATION DEPARTMENT TO ERECT THE WINTER GAMES BANNER FROM JANUARY 20 TO JANUARY 30, 1996.**
- 3. Ms. Black MADE THE MOTION that Mr. Nelson be appointed as an incorporator of Grafton County Regional Economic Development Council. Ms. Heinrichs SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT JACK NELSON AS AN INCORPORATOR OF THE GRAFTON COUNTY REGIONAL ECONOMIC DEVELOPMENT COUNCIL.**

SUMMARY (Continued)

4. **Ms. Heinrichs MADE THE MOTION to accept the resignation of Clifford Vermilya as Town Manager. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ACCEPT THE RESIGNATION OF CLIFFORD VERMILYA AS TOWN MANAGER.**
5. **Ms. Connolly MADE THE MOTION to appoint Gary Johnson as an alternate to the Planning Board. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen UNANIMOUSLY VOTED TO ELECT GARY JOHNSON AS AN ALTERNATE TO THE PLANNING BOARD.**
6. **Ms. Connolly MADE THE MOTION TO ADJOURN. Ms. Heinrichs SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**
7. **Ms. King MADE THE MOTION TO GO INTO NONPUBLIC SESSION TO DISCUSS NEGOTIATIONS. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO GO INTO NONPUBLIC SESSION TO DISCUSS NEGOTIATIONS.**

Respectfully submitted,

Dorothy C. King, Secretary

These minutes were taken and transcribed by Nancy Richards.