

**TOWN COUNCIL MEETING
MINUTES
Wednesday, April 24, 2013**

CALL TO ORDER

Councilor Sullivan called the meeting to order at 6:30pm.

ROLL CALL - ATTENDANCE

Chairman James Sullivan, Dr. Dean E. Shankle, Jr. (Town Administrator), Nancy Comai, Vincent Lembo, James Levesque, Todd Lizotte, Susan Lovas Orr and Michael Downer.

Absent: Leslie Boswak.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES 04/10/2013

V. Lembo motioned to approve the minutes of April 10, 2013 as presented. Seconded by J. Levesque.

Vote unanimously in favor. S. Lovas Orr and M. Downer abstain.

AGENDA OVERVIEW

Chairman Sullivan provided an overview of tonight's agenda to include moving up the Old Business item(s) after the Town Administrator's report.

CONSENT AGENDA

- a. LGC donation of \$500 to the Joint Loss Management Committee
- b. Public Hearing on Police Vests
- c. Public Hearing on Police Homeland Security Radio Grant
- d. Public Hearing on Police Homeland Security Radio Grant Round 2
- e. Public Hearing on Police DWI Grant
- f. Public Hearing on Police Speeding Grant

LGC donation of \$500 to the Joint Loss Management Committee

J. Sullivan: Jodi Pinard, Joint Loss Management Committee member, attended a Health & Safety Coordinator Workshop sponsored by LGC. In turn the Committee was given a \$500 check for the Committee to use at it sees fit.

S. Lovas Orr motioned to approve the consent agenda. Seconded by T. Lizotte.

J. Levesque: I would like a roll call for the Consent Agenda dollar amounts.

Roll Call

T. Lizotte – Yes

J. Levesque – Yes

V. Lembo – Yes

M. Downer – Yes

J. Sullivan – Yes

N. Comai – Yes

S. Lovas Orr - Yes

Vote unanimously in favor.

TOWN ADMINISTRATOR'S REPORT

- Employee Training - Lee Ann Moynihan transferred down to the Assessing Dept. She has now completed Basic Real Estate Appraisal Principles with a grade of 96%. She did a good job.
- Computer Server – We switched over to a virtual server. Last week we lost a week's worth of data including Word docs and data in the Tax & Assessing offices. Also payroll was lost and the Finance Dept. came in over the weekend. The lost payroll had to be re-entered before the new payroll could be completed. We received a letter of apologize from Mainstay.
- Police Commission – I received a note from the Police Commission Chair that the Commission would like to come to our next Council meeting to discuss the fund balance for new police cruiser. They just want the Council to start thinking about it tonight. At our next meeting I will have more details for you and Christine, Finance Director, will be back from vacation to review the subject with you.
- Administrative Services Coordinator – At our last Council meeting you approved the position of Administrative Services Coordinator. Donna Fitzpatrick has been offered and accepted this position. She has a background in Human Resources to include health benefits administration, training of employees, development of personnel & operational policies & procedures and analysis for workflow efficiencies. She has been our full-time Planning Coordinator for the last 5 years (started 2004 part-time). She has been a resident of the Town for over 20 years.
- Miscellaneous Town Items – Over the last two weeks the following have occurred: there have been two (2) Heritage Village Forums, I met with PSNH for tonight's discussion, the New England's Tap House Grille had their ribbon cutting ceremony, we conducted Fun-in-Sun staff interviews, I participated in a grievance hearing, I reviewed the Pinnacle issue(s), I met with the Hooksettites at the Library & listened to their questions on the upcoming election, and I completed a visit with SNHU. I will complete and Administrative memo on the potential tax impact based on the upcoming election. I can't speak on the overall tax rate, because the Town is not responsible for the County or State tax. If Article #3, operating budget, was the only item on the ballot that passed, the Town portion of the tax rate would decrease by about five (5) cents; down by about \$12.00 for a \$250,000 house.

OLD BUSINESS

- a. 12-122 Police Commission Discussion
- b. 13-25 District 2 Councilor
- c. 12-139 Deeding update
- d. 12-121 Planning/Zoning/Building reorganization

d. 12-121 Planning/Zoning/Building reorganization

Dr. Shankle: I just wanted to give you a heads-up tonight that Matt Labonte, CEO, is leaving soon for another job with the State of NH. Now the Planning & Zoning areas will be left with two (2) out of four (4) staff; Town Planner and Administrative Assistant. This is a good time to set-up what we want for those areas in the most effective manner. In the last week Leo, Jo Ann, and I sat down and discussed the possibilities. Jo Ann has outlined job description(s) and we

need to look at money to support the position. We will go ahead and post the CEO open position. With Donna Fitzpatrick transferring to Administration, we can look at how to put the two departments upstairs together as one.

J. Sullivan: Questions?

V. Lembo: If we don't hire someone before Matt leaves is there an interim CEO?

Dr. Shankle: We have had an ongoing relationship since last year with the Town Administrator in Bow. When their CEO goes on vacation we cover for them and they cover for us. For specific inspections that may be a rush Leo Lessard, DPW Director, will do that himself. If anybody needs something from the CEO, they should not hesitate to call that area.

c.12-139 Deeding update

Kim Blichmann, Tax Collector: I am here tonight to provide you an update from my last appearance. May 22nd is the deeding date and this will need to be on the Council's agenda for their 2nd meeting in May. The delinquent taxes are from 2005-2009. I sent out 186 notices of impending tax deeds via certified mail. They are all over the 30-day notice, so they will receive it well in advance. There is one (1) letter per property owner per deedable tax year; 2005-2009 they got one letter. 58 parcels are deedable. Overall the breakdown is: 12 single-family homes, 2 two-family homes, 18 mobile homes, 7 commercial buildings, 12 land only parcels, 3 storage units, 2 condos and 2 other. I have a list of the land only and how many acres for each parcel. Dr. Shankle and I looked at that list and there are some within developments that are not finished, but not no one has contacted us to settle with a payment plan. Anyone requesting to stop this deed process is advised to write a letter to the Town Council for discussion in a non-public session. I will come back to the Council's next meeting, because you may have new Councilors.

J. Sullivan: This process occurs every 3 years?

K. Blichmann: 2 years and a day from the original tax lien date.

J. Sullivan: Will this process be automatic next time?

K. Blichmann: With the State laws I send a list to the Council and they determine which ones to deed to the Town based on the parcel costs and being detrimental to the Town. At the May 22nd Town Council meeting, the Council will sign the Deed Waiver so if the same parcel is on the list next time, we can see why it was not deeded.

J. Sullivan: There is a deed process and will get into a consistent review.

K. Blichmann: Yes the next time will be a much smoother process.

J. Sullivan: Thank you for coming tonight.

PUBLIC INPUT

Don Riley, Moderator: Our only election in 2013 is 3 weeks away. This is a lite year. I encourage you to do some scheduling and sign-up for slots for coverage throughout the day 6:00am – 7:00pm. We had 655 voters+- last year. I expect more this year based on the items on

the warrant, but not substantially more. I need three (3) of you at the end of the evening to seal the ballots and get the appropriate signatures in place. I expect to have significant write-ins. There is an opportunity for you to help count. There is also the pre-election ballot count that some of you have participated in the past. I hope we can count on you this year.

N. Comai: Of this group there are only a handful that can help you. To clarify again, I will be running, so I am not eligible.

D. Riley: Correct, anyone on the ballot cannot be inside the ropes.

N. Comai: (Five) 5 of us can help you out of this group.

D. Riley: I can only encourage you to help.

Marc Miville, 42 Main Street: The Town Administrator mentioned “tax share”. I wanted to make the Council aware that I sent a letter to the editor of the Hooksett Banner a few weeks ago clarifying the difference between “tax share” and “tax rate”. The tax share of \$6.26 is not multiplied per thousand; that is compared to the State, County, and School share. Our tax rate now is \$22.32; \$6.26 is totally separate.

J. Sullivan: Thank you for doing that.

NOMINATIONS AND APPOINTMENTS

b. 13-25 District 2 Councilor (Old Business)

J. Sullivan: At our last Council meeting we nominated Robert Duhaime. We did get a letter that he is interested to fill-in for John Danforth’s open slot. Mr. Duhaime would need to step down from his roll on the Planning Board.

J. Levesque: Robert wanted me to inform the Council that he is unable to make tonight’s meeting, because he and his daughter are in NY volunteering at a soup kitchen.

***J. Levesque motioned to appoint Robert Duhaime as Councilor for District 2 through June 30, 2013(John Danforth’s open slot). Seconded by V. Lembo.
Vote unanimously in favor.***

J. Sullivan: We thank Mr. .Duhaime and his effective start date will be once he gets sworn in.

J. Sullivan: Nominations will be made at the Council’s first meeting in June and appointments will be made at our second meeting in June.

SCHEDULED APPOINTMENTS

a.Kathie Northrup re: Veteran’s Park and Heritage Commission update

Kathie Northrup, Heritage Commission: May 25, 2013 is Hooksett Heritage Day. This our 9th annual event. I would ask the Council to sign the Proclamation to declare this day.

J. Sullivan: Read the “Preservation Month 2013 Proclamation by Hooksett Town Council” into the record: “WHEREAS, historical preservation . . . important to celebrate the role of history in our lives . . . heritage that have shaped us as a people . . . “See! Save! Celebrate! is the theme for

National Preservation Month 2013 by the National Trust for Historic Preservation . . . the Hooksett Heritage Commission, Hooksett Historical Society, Robie' Country Store Historic Preservation Corp. and Head School Society will sponsor Hooksett Heritage Day on May 25, 2013”.

***T. Lizotte motioned to authorize Council Chair J. Sullivan to sign the Proclamation declaring May 25, 2013 as Hooksett Heritage Day. Seconded by J. Levesque.
Vote unanimously in favor.***

K. Northrup: Also the Heritage Commission received a \$500 donation from the American legion. I ask the Council to accept the donation per RSA 674:44B.

***J. Levesque motioned to accept the \$500 donation from the American Legion to the Heritage Commission per RSA 674:44B. Seconded by T. Lizotte.
Vote unanimously in favor.***

K. Northrup: We have two (2) Indian murals that are genuine works of art. We received grant funds from the NH Council on Arts for the conservation of them. Through the conservation process I had a chance to meet many people I would never have met in my private life. A Chicago firm was hired to do the conservation. We chose this firm, because they did two (2) other murals from the same artist. In 1988 they had conserved 200 murals. These two (2) murals will be reunited by being hung here in the Council chambers. We will have an unveiling next month with the artist's son who lives in Goffstown, NH. The Council is invited too.

K. Northrup: Veteran's Park – we completed the initial clean-up of the granite monument. Blue Ribbon Fence volunteered their labor and we received discounts from Genesis Concrete and Outdoor World. When the ground thaws we will install the granite post, irrigation, and landscaping. Village Water Precinct was a tremendous help by waiving their connection fee for the irrigation. Without this waiver, there would be no irrigation. The landscaper will do the plant list. There are existing stones through the Vietnam War, however moving ahead I would like to add recognition for people who served after that time. Also for those who sacrificed even if not in a war time, but in peace time. For this addition to the park, I wanted seek your support. Dean and Leo have been updated and approve the new area. There will be a circular patio with two (2) benches and an engraved post in the middle looking out onto the Merrimack River. The dedication ceremony will be this Fall.

J. Sullivan: Questions?

N. Comai: Thank you Kathie for all you do.

J. Sullivan: Prior to the park restoration, you could not make out the existing names on the stones.

K. Northrup: We the Heritage Commission would like to express our appreciation to Jim Sullivan, our Council Rep., for his genuine interest in the Commission's work.

b.PSNH re: river shoreline

Dr. Shankle: PSNH asked me to meet with them in Manchester and I did. I don't see anyone from PSNH here tonight. I would like to read the draft letter from PSNH into the record along

with their follow-up letter: “Dear Merrimack River Property Owner: As you may be aware, the natural habitat of the Merrimack River shorelines from near the Amoskeag Dam in Manchester to the Sewall’s Falls Dam north of Concord are now protected as part of a federal Shoreline Management Plan (SMP) . . .structures located within areas subject to the SMP, and which must conform to federal requirements in order to ensure the continued protection of the natural habitat . These structures include (but not limited to) the following: docks and boat ramps; boat houses and lifts; retaining walls; stairways and walkways; and beaches. . . Before modifying your structures in any way . . . contact Curt Mooney at PSNH (603-744-8855, ext. 5841; or e-mail curtis.mooney@nu.com). . .” When I read the letter, I asked “what if a landowner doesn’t comply?” I met with Pat McDermott at PNSH and there will be an attachment of two excerpts of the impact areas and penalties for non-compliance; for SMP call Curtis. Cover letter when sent out indicates the impact area on the river side of the banking full line. Wetlands per RSA 482:A will be the primary requirement under SMP except for those areas around the dams and power area. There are contour lines following the reservoir shoreline. 189 ft. means sea level in Hooksett. There are no project lands or buffer zones in the reservoirs. The scope of SMP are docks or things that jet out into the river is what I got out of this. For non-compliance there will be a PSNH inspection of the property and the owner will need to correct or remove the encroachment. For alterations or additions of existing use prior to PSNH’s approval, PSNH reserves the right to revoke any permits. In extreme cases PSNH will take all means to remove the use and return the area to its previous use. We will be getting this information to the Planning Board in the near future.

J. Sullivan: Questions?

S. Lovas Orr: Letters are going to people in compliance, if non-compliant when will PSNH begin their process?

Dr. Shankle: Everything there now is grandfathered and locked in.

OLD BUSINESS

a. 12-122 Police Commission Discussion

V. Lembo: Who put this item on tonight’s agenda?

J. Sullivan: Back in October 2012 there was a vote of the Council to discuss the previous vote of the Police Commission no confidence at our 2nd Council meeting in April 2013.

V. Lembo: Someone needs to motion for reconsideration.

J. Sullivan: The Council follows Robert’s Rules whereby the prevailing side of the original vote can motion for reconsideration.

V. Lembo: And that (reconsideration vote) hasn’t happened yet.

N. Comai: On tonight’s agenda it just says “Police Commission Discussion”. My opinion as a Town Councilor is 1) to thank the Police Commission to move forward with a new Chief, and 2) discuss the upcoming warrant article regarding the Police Commission, so voters know what we are going to do with the information once it is apparent. It may mean someone is to step forward for confidence or no confidence. Where we stand now with the vote coming up is to allow

voters to tell us what they think as to whether we should or shouldn't have a Police Commission. Three (3) members of our community have served us well in the capacity of an enormous job, and have made a huge move for the Town of Hooksett. It is semantics to talk about it or not. We should discuss where we are going forward in this Town. We have a capable Police Chief now. We have had past law suits. We are moving forward now.

V. Lembo: At our September 12th Council meeting I made the motion of no confidence. We had a lengthy discussion then, and we had a lengthy discussion at the recent deliberative session. We need to motion to bring this item back to the Town Council for reconsideration.

J. Sullivan: We follow Robert's Rules on reconsideration. In Hooksett no Board has made a vote on a warrant petitioned article. The Town Council should remain impartial. What happened in December 2012 was a different time. The no confidence on my end was based on when the Police Commission hire a Police Chief. They now have hired Chief Bartlett and he has been praised many times and the Police Commission has been doing their job. If we are not going to follow Robert's Rules, then the Town Council should overrule me. Once a decision is made, whether on the losing side or not, you should remain impartial. If it is reconference you want, then I would want a vote to overrule me.

J. Levesque: You said exactly what I thought. Leave it alone. We shouldn't take a side on the Town Council. Let the Town's people decide and we follow their wishes.

T. Lizotte: I agree with Mr. Lembo and Mr. Levesque. I was not at the meeting to make this agenda to set this date. We had a sub-committee regarding the Police Commission no confidence vote on what happens after the fact. As one of three (3) Councilors I couldn't reconvene that meeting and now those minutes are sitting unapproved. I would request the Town Council allow us to convene the sub-committee meeting so we can approve those minutes and put that sub-committee to bed. Then we (Todd Lizotte, Mike Downer, and Leslie Boswak) would have filled my charge on the sub-committee.

N. Comai motioned to have the sub-committee (regarding the Police Commission no confidence vote) move forward with having a meeting to close and approve their minutes and complete their charge as a sub-committee. Seconded by S. Lovas Orr.

N. Comai: I support the petition about the Police Commission as a petition to see what the people are thinking. At the end of the day it still falls on the Town Council's shoulders.

M. Downer: As a member of the sub-committee we met and discussed different options to mitigate communication issues for the vote of no confidence. We came up with ideas to help improve that. In time we wanted to have a subsequent meeting, however that was pre-empted by the Town Council not allowing any further discussion on the matter. The sub-committee deferred to the wishes of the entire Council. In retrospect this could have been handled better. It was a pendulum at times on this issue. I am troubled by "wanting to stay out of it". We injected ourselves back in September 2012 with a no confidence vote. Since then the Town Council as a whole has been impressed with the Police Commission communication. My source as a Councilor is that I was frustrated with communication, but there was no debating their (Police Commission) commitment and willingness. The Police Commission and Police Department should be praised for what they are now doing. I have changed my mind now. Time has passed, but we keep re-engaging in this discussion. This is not helpful for the Police Commission or the

Police Department. Those men and woman in uniform, and not in uniform, to take an oath to protect us, it comes across we impugn them. Chief Bartlett is the reason for the (positive) change in the Police Department.

S. Lovas Orr: Point-of-order, we are on a motion. Your sub-committee did some work. Actions of this Council put your work on hold, and you weren't able to release the minutes.

T. Lizotte: The sub-committee had a charge and now this motion is inappropriate. Of the three (3) Town Councilors on the sub-committee, two (2) discussed to suppress until a moment of time certain to this day. We have a duty to post and approve our minutes. There was question on what the Town Council would do. We need to approve our minutes and close the sub-committee. I wanted to make sure that we don't preach one thing and do another, because I was not at the meeting to approve minutes. I am just looking to close the minutes.

S. Lovas Orr: You asked us to take a motion, but now you say it is an invalid motion?

J. Sullivan: We gave you (sub-committee) a charge to hold-off until this date. The three (3) of you who volunteered should meet again and conclude your business to finalize and post your minutes.

S. Lovas Orr motioned to remove her 2nd to the motion above.

M. Downer: Point-of-clarification, during that time, depending on the outcome of the petitioned warrant, we would then determine what the sub-committee did for a communication plan. The Police Commission has come before us a number of times.

J. Sullivan: Let it go to the vote and we will proceed with the wishes of voters of Hooksett. It will either be continue with the Police Commission or now go under Administration.

S. Lovas Orr: The reason we wanted a discussion is because some thought with the standing vote of no confidence that it would have an influence on the voters. I don't think we have that much influence. I also understand someone who was in favor of no confidence. We can't change an existing vote. If we believe the Town Council has influence on voters, I agree that the Police Commission was doing a fine job then, and I do believe they are doing a fine job now and the change is fantastic. I voted negative to the no confidence vote.

J. Sullivan: If we had that much influence on the voters, we would never have a default budget.

T. Lizotte: My position is table this until after the May 2013 election. I know where I stand. I was somewhat shocked that Leslie (Boswak) was the author of the petition to abolish the Police Commission. That goes to show the controversy we have here.

J. Sullivan: Per Robert's Rules make a motion to table this item and have no further discussion tonight.

T. Lizotte motioned to table 12-122 Police Commission discussion and sub-committee until the first Town Council meeting after the May 14, 2013 election. Seconded by J. Levesque.

V. Lembo: I had my hand up before the motion was made.

J. Sullivan: I am sorry I apologize, but there is a motion now.

V. Lembo: Let's table it.

Roll Call

T. Lizotte – Yes

J Levesque – Yes

V. Lembo – Yes

M. Downer – Yes

J. Sullivan – Yes

N. Comai – No

S. Lovas Orr - Yes

*Vote 6 in favor; 1 opposed. **MOTION CARRIED.***

NEW BUSINESS

No new business.

SUB-COMMITTEE REPORTS

S. Lovas Orr: At the last Planning Board meeting an applicant had sign issues for a Veteran's counseling center. No one knew they were there at the Granite Hill Shoppes. We approved their sign equivalent to the existing Bavaria sign at the same site. The other applicant was SNHU for a new Library Learning Commons, but I stepped down as an abutter.

J. Sullivan: Would you like SNHU to come into a Town Council meeting to provide an overview of how they are changing their face with multiple projects they have going on?

Dr. Shankle: They (SNHU) will come in to discuss their new Library and an internal by-pass. They are also changing the end of Martin's Ferry Road and to smooth-out the turn at Depot Rd. with a traffic island. They also want to take down a house there and need to go to Heritage Commission.

J. Sullivan: We should schedule them on our agenda. There is a Demolition Ordinance that requires them to go to the Heritage Commission if they meet certain criteria. It is a five (5) day turnover. This short timeframe may put the Heritage Commission in a bind, but it is part of the process. We may need to look at the five (5) days. We will have them come in when it is appropriate.

N. Comai: No new sub-committee update. I did attend the Hooksett Village Forum on Monday night. It was to discuss where the Village would be 10, 25 & 50 years out.

J. Sullivan: The forum is funded through a grant through the heritage district. There were two (2) meetings, April 11th and April 22nd. We should schedule an agenda item to review the results of those forums for the next process in the grant.

Dr. Shankle: For both of those meetings I taped the intros and groups and people can see this on-line.

M. Downer: No sub-committee report.

V. Lembo: No sub-committee report.

J. Levesque: The Board of Assessors met tonight. The Assessor recommended to grant or deny taxes of \$135,000. We voted to approve that and the details will be in those minutes. The Transfer Committee celebrated Earth Day on this past Saturday and it was a success. They had raffles. Vinnie's son won a sweatshirt, and Alden Beauchemin won a t-shirt. A DPW employee is transferring to the Transfer & Recycle Department and he is receiving training for the new recycle trucks. Diane gave a report and recycling is up again this month with 114 tons in March 2013. It is \$5.00 per ton vs. \$72.00 in trash. For the ZBA there was a variance for a property on Roy Rd. It was sold as a two-family and the tenant wanted financial assistance. When the CEO checked it out he found a discrepancy that it wasn't a legal two-family. Also the Town collected taxes as a two-family, so the ZBA granted a variance. We have a site walk for SNHU wetlands crossing on May 7th at 5:30pm and are meeting at Depot Rd.

T. Lizotte: No sub-committee report.

PUBLIC INPUT

David Pearl, 789 Main St.: The Police Commission didn't cave to public pressure as you did in September as you stuck your nose in for a no confidence vote. To say no confidence just to have a meeting is bordering on being deceptive. The complaint should have been you don't know what they are doing. I agree with Mrs. Orr that you can't go back to the Fall and change your opinion. You are now voting on new knowledge and passage of time. If you vote for a reconsideration today, does that mean you have confidence as of the first of the year? Having something with a date like that, you were far off base on that. If this thing passes, you will need to enforce it. This Town Council hasn't discussed how this will happen or what powers the Town Administrator will have. Even if you don't want an opinion, under law or our understanding "this will happen if you vote yes . . .". You are caught-up with giving an opinion. Now as a voter we are left with no idea what would happen. We are better off to stay with people (Police Commission) we have.

Marc Miville, 42 Main St.: I was at that Council meeting in September. It was not that your vote was no confidence in the Police Commission themselves or their actions, it was that you were upset that they didn't want to come to the Town Council to meet with you. Also their auditors (PSSG) you had on the Council agenda backed out. You were voting on a no confidence vote in order to get them here. Chapter 412 gives exclusive authority to the Police Commission. They are not required to come here; you can only invite them. You (Council) threw a hissy fit and had bruised egos. It was not a no confidence on the Police Commission and their work, but it was an attempt to get them here. There was another vote to get them here tonight. Other than 1 or 2 Councilors here the Town Council has expressed their gratitude for the Police Commission work. A vote of confidence or not, now we should give thanks to the Police Commission including bringing in a new Police Chief. Regardless of your official motion, all your (Council) actions and words shows support for the Police Commission.

Entered Non-Public Session @ 7:55pm per RSA 91-A:3 II (c)

***J. Levesque motioned to enter non-public session @ 7:55pm per NH RSA 91-A:3 II (c).
Seconded by T. Lizotte.***

Roll Call

T. Lizotte – Yes
J Levesque – Yes
V. Lembo – Yes
M. Downer – Yes
J. Sullivan – Yes
N. Comai – Yes
S. Lovas Orr - Yes

Vote unanimously in favor.

Exited Non-Public Session @ 9:45pm per RSA 91-A:3 II (c)

*J. Levesque motioned to exit non-public session @ 9:45pm per NH RSA 91-A:3 II (c).
Seconded by T. Lizotte.*

Roll Call

T. Lizotte – Yes
J Levesque – Yes
V. Lembo – Yes
M. Downer – Yes
J. Sullivan – Yes
N. Comai – Yes
S. Lovas Orr - Yes

Vote unanimously in favor.

*J. Levesque motioned to seal the minutes of the non-public session. Seconded by T. Lizotte.
Vote unanimously in favor.*

*J. Levesque motioned to adjourn at 9:50pm. Seconded by T. Lizotte.
Vote unanimously in favor.*

ADJOURNMENT

Chairman Sullivan declared the meeting adjourned at 9:50pm.

Respectfully submitted,

Donna J. Fitzpatrick