



Town of Plaistow ♦ Board of Selectmen
145 Main Street ♦ Plaistow ♦ NH ♦ 03865

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: Monday, September 24, 2012

MEETING CALLED TO ORDER: 6:32 pm

SELECTMEN:

Chairman, Michelle Curran
Selectman, Charles Blinn
Selectman, Daniel Poliquin - excused

Vice Chairman, John Sherman
Selectman, Robert Gray
Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Motion by J. Sherman to approve the Minutes of September 17, 2012 as written.

2nd by R. Gray.

Vote: 3-1-0.

Abstain: C. Blinn.

Motion carries.

PUBLIC COMMENT:

R. Jeffrey:

- Invited all to attend the Elder Affairs' Service Fair which is being held Wednesday, September 26th from 9am until 1pm at the Fish and Game Club on May Ray Avenue in Plaistow. There will be 30-40 different organizations to promote their items.

Kathy Slade, 129 Willard Way, Plaistow:

- Resident of Plaistow for 12 yrs. For the past 8 years she has been celebrating Peace Day, September 21st on the Gazebo of Town Hall with her display of Doves. Dr. Jane Goodall created Roots & Shoots Day of Peace in 2004 in honor of International Day of Peace. Each year in September groups around the world fly Giant Peace Dove Puppets to celebrate Roots and Shoots Day of Peace for its symbolic meaning. Their history began in 1981. Kathy joined 8 years ago by displaying her Doves on Plaistow's Town Hall Gazebo on Peace Day.

Board thanked her for her display.

REVIEW OF 2013 BUDGETS:

TOWN CLERK - MARYELLEN PELLETIER

M. Pelletier:

- Town Clerk Salary increased; Training increased by \$50; Computer License level funded because the fire wall is biannual and will not be included next year; Association Dues level funded; Dog Forms lowered \$100; Office Supplies down; and Postage lowered by \$500.

J. Sherman inquired if there could be any expected increase in expenses due to the new Voter ID law.

M. Pelletier did not think there would be.

- Mileage Reimbursement lowered slightly.

J. Sherman inquired if Mileage Reimbursement was actually 50 cents as listed.

J. Gallant noted it was not. It is actually .555.

Motion by J. Sherman to approve the Town Clerk Budget for \$102,934.

2nd by R. Gray.

Vote: 4-0-0.

Motion carries.

TAX COLLECTOR'S OFFICE - ROSEMARIE BAYEK

R. Bayek:

- Salary line increased; Training increased; and Postage increased.

J. Sherman inquired if she had heard that postage would be increased.

S. Fitzgerald noted he had not heard anything.

- Registry of Deeds increased due to the number of recordings and all other lines level funded.

Motion by J. Sherman to approve the Tax Collector Budget for \$51,032.

2nd by C. Blinn.

Vote: 4-0-0.

Motion carries.

HUMAN RESOURCES/SERVICES/ASSESSING - LORI SADEWICZ

L. Sadewicz:

- Assessors contract level funded; 2013 is cycled review year; preparing to send RFP out; Mapping level funded; maps are currently being redone and are now in draft form; Data Processing is level funded due to a software update; Dues level funded; Supplies increased because of the printers (Assessing printer in hall is aged and not working properly so the plan is to move the one from the office to the hall and get a new one for the office) and further development for employees' well being (HR function) with training and programs; Postage level funded; Books & Periodicals increased; and Mileage decreased.

Motion by J. Sherman to approve the Human Resources/Services/Assessing Budget for \$173,949.

2nd by R. Gray.

Vote: 4-0-0.

Motion carries.

CULTURAL - OLD HOME DAY CHAIR, DAN BUSH AND VICE CHAIR, WENDY BUSH

D. Bush:

- Old Home Day is an annual event that happens every year in Plaistow in the later part of June. It has a parade and fireworks. The Old Home Day Staff went over in overages last year but they are not requesting any more money, they are requesting the same amount as last year and feel they can raise any extra necessary money.

M. Curran noted Old Home Day was a great event and she was happy to support the budget.

***Motion by J. Sherman to approve the Cultural Budget for \$26,619.
2nd by C. Blinn.***

J. Sherman noted some discussions have been about moving the date of Old Home Day and he inquired if the date was moved would it have any impact on the budget.

D. Bush noted he did not think so. He thought the costs would be within reason as to what they currently spend now and he expected there to be a lot more volunteers and people around to help out.

J. Sherman inquired if there was an actual budget break down for next year.

D. Bush noted he did not have one because they were still discussing amongst the Committee.

J. Sherman suggested for Dan to collect the information and give to Janet.

Vote: 4-0-0.

Motion carries.

CONSERVATION COMMISSION - TIM MOORE

Jill Senter unable to attend. Tim Moore presented the Conservation Budget on Jill's behalf.

T. Moore:

- Budget is level funded. Largest expenditure is for water testing which is done in December so not much money has been expended at the present time.

J. Sherman inquired if they needed to add funds to the budget to cover the Town Forest maintenance.

T. Moore noted they depended on the Highway Department for fence maintenance when needed.

J. Sherman inquired if he thought the volunteers were doing a good job.

T. Moore thought it was currently being handled fine however they should lay out the situation a little bit better to set up a plan or schedule or calendar as to who was going to do what. He noted the monies could come from the Forestry Fund to cover repairs and/or maintenance on the trails.

***Motion by R. Gray to approve the Conservation Budget in the amount of \$8,137.
2nd by J. Sherman.***

Vote: 4-0-0.

Motion carries.

CABLE STUDIO - DEAN ZANELLO

D. Zanello:

- Salary lines level funded and Consultants/Contracted Services line increased.

J. Sherman inquired about broadcasting and noise that was going out to the viewers.

D. Zanello had taken a look at the recordings and was not able to recreate the situation. He thought it was a broadcast issue.

J. Sherman noted the noise existed during the scroll showing as well.

D. Zanello noted he would look into it. He discussed current equipment, cost and possibly improving signal as a whole by possibly purchasing equipment and putting in the CIP.

S. Fitzgerald discussed Comcast Agreement and possibly renegotiating the contract due to the length of time that they have had Comcast. He had not discussed with the Board or Dean but it was something they could look into.

- Equipment Repairs decreased based on actual expenses; Training increased; and Dues & Subscriptions increased.

M. Curran noted she was very impressed with the Cable Committee. There are wonderful programming items on the Cable Channel.

J. Sherman inquired if the Committee knew what they had for equipment value related to what they have insured.

J. Gallant noted she would look into it and get back to him.

S. Fitzgerald noted Dean had the list from when they built the studio and the Town has the equipment insured. The Town received a blanket approval for what the equipment was worth.

J. Sherman thought it was important to share this information with the people at home.

R. Gray inquired how much money was in the Cable Fund and how much was in PEG Access Fund.

S. Fitzgerald was not sure but noted he would look into it and get the information for the Board.

R. Gray inquired why they did not use the money from PEG to fund the budget.

S. Fitzgerald noted the funds were going to the General Fund and they have used PEG dollars for special cable equipment.

R. Gray inquired if those dollars were allocated to the General Fund or for purchasing equipment.

M. Curran noted there was approximately \$102,011.20 from last year.

S. Fitzgerald noted the funds were put into the General Fund to offset taxes and to fund Cable Budget.

R. Gray inquired if they could review what the funds were established for and what they have been using them for in the past.

R. Gray was concerned with last year's expenditures and what was being requested this year.

D. Zanello noted the figure was only to July and they have since purchased items.

Board discussed PEG money and allocation of monies.

Motion by R. Gray to approve the Cable Studio Budget in the amount of \$32,712.

2nd by J. Sherman.

Vote: 4-0-0.

Motion carries.

GOVERNMENT BUILDINGS - DAVE BOWLES

D. Bowles:

- Uniforms increased (they went back to uniforms this year); Gasoline line increased by \$200 based on actuals; and Vehicle Maintenance is for snow blowers and level funded.

J. Sherman inquired why Mileage Reimbursement was not spent.

J. Gallant noted Dave normally puts in for reimbursement at the end of the year.

- Tech Svc Contract increased because PARC now has a fire and burglar alarm at the concession stand which they did not have prior to this year; Town Hall Electric increased based on kilowatt usage (one ballast per light throughout Town Hall has been removed however the rates still increased approximately 7%); Town Hall Heat increased \$500 based on actuals; Town Hall Repairs have an increase request due to the necessary replacement of three basement windows; Safety Complex Repairs increased based on being proactive on items; Museum Repairs increased based on the needed upgrade to energy efficient lighting; and Courthouse Repairs decreased because the doors have been replaced, the building has been painted and the HVAC is scheduled to be repaired this year.

M. Curran inquired if the phone for the Museum was for regular usage of the phone being there or just to have a landline there.

J. Gallant noted the amount was what they were billed and they do monitor the bill.

Motion by J. Sherman to approve Government Buildings in the amount of \$187,004.

2nd by R. Gray.

Vote: 4-0-0.

Motion carries.

PLANNING - LEIGH KOMORNICK, STEVE RANLETT AND TIM MOORE

S. Ranlett:

- Salary, Minute Taker and Overtime lines all level funded.

R. Gray inquired if the overtime accrued by the Planner was for Planning Board activity only.

S. Fitzgerald noted that this line is for Planning projects and any projects related to Planning.

- Engineering down \$5,000 because the Town has finished the contract with Sewall; Mapping is for GIS and level funded; Attorney Fees down \$1,500; Telephone level funded; Education and Training level funded; Notices and Publications level funded; Membership level funded; Office Supplies level funded; Postage is for Abutter Notices and has been level funded; Computer Equipment level funded; Books & Periodicals down \$50; Equipment purchases level funded; Mileage and Expense Reimbursement down slightly to \$650; and Recording Fees down \$500.

J. Sherman inquired if the line item was down because there were fewer transactions.

L. Komornick noted the Town now had an account with the Registry of Deeds which allows the Town to print the deeds.

- Master Plan Update increased to \$5,000.

Board discussed Master Plan details.

S. Fitzgerald suggested to have the Board provided with an approved schedule and scope of work that would help them understand what type of work they could get for \$5,000.

S. Ranlett noted he would review, work with Tim Moore and get the information for the Board.

- Impact Fee Update is for the Public Safety Impact Fee and in case a consulting service is needed there is \$2,000 in that line item.

***Motion by J. Sherman to approve the Planning Budget for \$77,330.
2nd by C. Blinn.***

J. Sherman noted he was very much in favor of updating the Master Plan.

Vote: 4-0-0.

Motion carries.

FINANCE ADMINISTRATION - JANET GALLANT

J. Gallant:

- Salaries/Accounting line increased, they spoke about it last year and then it was put aside. This year they are requesting a 10-15 hour increase for a Part-Time position for the function of A/P, A/R and to assist with the continuity of operations. The position will also cover phone coverage and vacations out front. It is a flat increase of \$10,000. Data Processing level funded but may be increased in November because that is when the invoice is submitted (in the fall). Office Supplies, Mileage/Reimbursement, and Professional Audit are all level funded.

J. Sherman inquired as to what the additional hours in the first line were titled as.

J. Gallant noted Administrative Support.

J. Sherman inquired if she would work a number of fixed hours from week to week.

S. Fitzgerald noted it would differ from week to week. The person would support the Finance Office and would be available to help support other departments in Town Hall.

R. Gray inquired how much the person was being paid per hour.

S. Fitzgerald noted \$14 per hour.

J. Sherman inquired if this was a new position or a replacement position.

S. Fitzgerald noted they were just supporting staffing needs.

R. Gray inquired if that was the Selectmen's Secretary position.

S. Fitzgerald noted yes it is.

R. Gray noted this was discussed at last year's budget.

M. Curran discussed Nikki supporting the Finance Office in previous years. Somewhere in previous budgets there was an assistant. Finance had assistance in the past but it was named differently.

R. Gray inquired if Janet needed help in the Finance Office to complete some tasks.

J. Gallant noted she did.

R. Gray noted when Janet's position was created he was told that the position was to be able to take care of all the Finance responsibilities in that office. He thought there was going to be some supportive staff needed however what he was told previously is not what is happening today.

S. Fitzgerald noted when he made some staffing alignments he knew he had to strengthen some financial responsibilities of the Town. There have been some good changes made when addressing staffing concerns but there are still some additional hours that need to be supported.

R. Gray inquired if this was going to end at 10 hours per week.

S. Fitzgerald noted somewhere between 10-15 hours a week.

R. Gray inquired if Sean would be looking at more hours or would it just be the 10-15 hours.

S. Fitzgerald noted they would have to look at it on a yearly basis. He thought it would do a lot for the continuity of the Town.

R. Gray inquired if benefits would be needed.

S. Fitzgerald noted no, he was only looking at adding a Part-Time position.

J. Sherman inquired if the position would be a Permanent Part-Time position.

S. Fitzgerald noted that was his hope.

J. Sherman inquired what Janet's title "Director of Finance and Administration" meant.

S. Fitzgerald discussed covering fiduciary responsibilities of the Town and making sure funds were in the accounts and distributed appropriately.

J. Gallant noted there was some assistance through outside assistance to assist the previous Finance Director and the cost was in the Consulting Services line.

R. Gray inquired if there was a reason for not hiring a Selectmen Executive Secretary.

S. Fitzgerald noted no, they have just had a busy year.

M. Curran noted there was no reason.

Motion by J. Sherman to approve Finance Administration Budget for \$91,810.

2nd by R. Gray.

Vote: 3-1-0.

Opposed: J. Sherman.

Motion carries.

CEMETERY- SEAN FITZGERALD

S. Fitzgerald:

- The Cemetery Budget was previously supported by the Cemetery Sexton Topper Reed who passed away. Dan Garlington has been currently supporting some of the Cemetery expenses and it was Sean's hope to include the Cemetery Budget in the Highway Budget. The Part-Time position was level funded however he suggested a stipend for the next Sexton. The \$5,000 for Consulting was for digitizing burial maps which current cartographers Sewall could support.

M. Curran inquired about the cost for the upkeep of the software.

S. Fitzgerald noted it would be several hundreds of dollars.

M. Curran noted the Budget Committee would be interested in the cost.

R. Gray thought it was a great idea that would give comfort to those whose loved ones have passed away. He hoped to have contingencies regarding sonar to accurately determine those old plots.

- Supplies level funded - the Highway Department essentially supports these items.

S. Fitzgerald inquired if the Board was inclined he could merge the Cemetery Budget into the Highway Department Budget. The Highway Supervisor is also the Tree Warden of the Town.

R. Gray needed more time to think about this request. He was not sure how he felt regarding the Highway Department supporting the families during their loss.

S. Fitzgerald noted the Highway Department currently supports all the exterior and maintains the cemetery. With the custodial duties he thought the betterments of the Cemetery would benefit.

***Motion by J. Sherman to approve the Cemetery Budget for \$7,775.
2nd by C. Blinn.***

J. Sherman favors combining the Cemetery with the Highway Department.

M. Curran inquired how the timing would effect the day to day running of the department.

J. Sherman inquired if the stipend would go away.

S. Fitzgerald noted no, he would recommend retaining the stipend and award Mr. Garlington the stipend as a reflection of what he has done with the Town.

J. Gallant reminded the Board about last year's discussion regarding the cemetery fence.

S. Fitzgerald noted he could present the Board with options for this year.

Vote: 4-0-0.

Motion carries.

ZONING BOARD - SEAN FITZGERALD

S. Fitzgerald:

- Dee Voss reviewed this budget with, Zoning Board Chairman Larry Ordway.
- Zoning Budget is level funded.

R. Gray discussed money not going into the budget but going back into the General Fund.

S. Fitzgerald noted the expenditures needed to be broken out.

R. Gray requested updated numbers.

Motion by R. Gray to approve the Zoning Board Budget in the amount of \$7,137.

2nd by J. Sherman.

Vote: 4-0-0.

Motion carries.

PATRIOTIC - SEAN FITZGERALD

S. Fitzgerald:

- Patriotic Budget level funded.

Motion by J. Sherman to approve Patriotic for \$1,000.

2nd by R. Gray.

R. Gray noted the American Legion has done a lot for the Town, much more than \$200 - this money is well spent.

Vote: 4-0-0.

Motion carries.

FINANCIAL ACCOUNTING - SEAN FITZGERALD

S. Fitzgerald:

- Financial Accounting Budget level funded. \$7,244 budgeted for the Treasurer's Salary; \$1,020 budgeted for the Budget Committee Secretary; \$167 budgeted for Trustees Mileage; and \$200 for Budget Committee Expenses.

Motion by J. Sherman to approve Financial Accounting for \$8,631.

2nd by C. Blinn.

J. Sherman requested the word "increase" in the description be removed.

Vote: 4-0-0.

Motion carries.

DEBT SERVICE

Motion by R. Gray to approve Debt Service for \$1.

2nd by J. Sherman.

J. Sherman noted this budget was a sign of good financial management because the Town does not have to borrow money.

Vote: 4-0-0.

Motion carries.

CONFLICT OF INTEREST - SEAN FITZGERALD

S. Fitzgerald:

- Conflict of Interest Budget level funded.

Motion by R. Gray to approve Conflict of Interest Budget in the amount of \$597.

2nd by C. Blinn.

Vote: 4-0-0.

Motion carries.

LEGAL - SEAN FITZGERALD

S. Fitzgerald:

- Legal has been changed but level funded. This year they will start to ramp up for the cost for license renewal of the cable franchise agreement. Fall is the time of year to start planning.

R. Gray discussed the description for Legal Expense and suggested to amend the description.

Motion by R. Gray to approve the Legal Budget in the amount of \$40,000.

2nd by J. Sherman.

Vote: 4-0-0.

Motion carries.

INSURANCE - SEAN FITZGERALD

S. Fitzgerald noted the Property Liability line had a 1% increase in the amount of \$3,000.

J. Gallant noted the General Liability Insurance was based on salaries and based on increases.

Motion by R. Gray to approve Insurance Budget for \$83,000.

2nd by J. Sherman.

Vote: 4-0-0.

Motion carries.

M. Curran reminded all that the Planning and Cemetery Budgets would be revisited at a later date.

REVIEW OF DRAFT SOCIAL MEDIA POLICY

S. Fitzgerald noted the handouts were downstairs.

R. Gray requested to postpone the discussion until next week.

S. Fitzgerald briefly discussed/reviewed Social Media usage in the work place.

J. Sherman preferred to finalize at next week's Board of Selectmen meeting. He inquired if the policy would cover or include the fact that there would be no official Town of Plaistow facebook page. He noted if someone set up a facebook page they were responsible for it and the Town was not.

S. Fitzgerald noted the Town Seal such as the one on the flag does belong to the Town of Plaistow and they have to protect the Town's right.

J. Sherman inquired if a disclaimer was needed.

Board decided to continue review/discussion at their next meeting.

TOWN MANAGER REPORT

S. Fitzgerald discussed:

- Moving forward with Town Hall HCA parking. A number of proposals were received last week and a preconstruction meeting has been scheduled for tomorrow.
- Planning Board met last week.
- Radar units are working effectively.
- Two new graduates of the NH Police Academy, Officer Miguel Cruz and Officer Ryan Garney have been assigned to Field Training Officers. Officer Lukas has entered the NH Police Academy and is expected to graduate before Christmas. ACO Brian Farrell is currently in the Part-time Officer's Basic Academy nights and weekends and will graduate in November.
- Chief Savage has been meeting with a number of trucking companies to discuss highway safety issues in Plaistow.

J. Sherman discussed Route 125 becoming a street light hog. He has been traveling Route 125 north more often and has found that by the time he got to Plaistow he had the urge to turn off 125 onto a side street as a bypass not because of the number of lights in Plaistow but because of the number of lights above Plaistow in other towns along Route 125. He believes that they can get the State to put the lights in sync so if you maintain the speed of 30 miles per hour you could hit all the green lights.

S. Fitzgerald noted the Plaistow lights on Route 125 are synchronized. He has met with Dan Garlington and Kevin Russell of the DOT who assure him that they are synchronized.

R. Gray noted since the Main Street and 125 light has come in he thought it had put the other lights out of sync. It is a long light if you are going straight through.

- Flu shot season. All members of the Town of Plaistow are urged to get their free flu shot on Thursday, September 27.
- Beede Group meeting last week: Thursday September 20. Safety Issues, Groundwater Management, MS4, Construction, and Community Outreach were discussed.

J. Sherman inquired if their current plan was for the access road to be temporary and the signal to be permanent.

S. Fitzgerald noted that was correct.

- The Pennichuck Water Line is going through.
- Service Fair will take place on Wednesday, September 26th at the Fish and Game from 10am until 1pm. All are invited to attend.
- Chief Savage and Town Staff are preparing a recommendation for the BOS regarding the Main/Elm Street Slip Lane.
- The Plaistow Fish and Game will hold their Halloween Party on October 20th.
- Town Report Advisory Committee meets this Thursday at 8am.
- CIP meets September 25th.
- Tax maps continue to move forward.
- Fire Prevention Week is October 7th - 13th.
- Conservation Commission continues to move forward with efforts to receive an ARM Grant.
- Household Hazardous Waste Drop off is in Kingston on Saturday, October 27th from 9am until noon at 1789 Main Street in Kingston in the parking lot of the old Sanborn High School.
- Toddler Trick or Treat is scheduled for Friday, October 26th from 10am until noon.
- Pumpkin Lighting is Friday, October 26th on the Town Hall Green. Carved pumpkins are asked to be brought to the Gazebo between 5pm and 6:15.
- Town Trick or Treat is Wednesday, October 31 from 5:30 until 7:30 pm.

OTHER BUSINESS

M. Curran received correspondence today which she passed on to Sean:

- Rockingham Planning is asking for an increase. Their calculation is based on the 2011 Office of Energy and Planning population estimate.
- Rockingham Planning line up.
- Ambulance service solicitation.
- Unlil invitation.

R. Gray:

- Received emails from Waste Management for contract negotiations.
- Candidates night - met with Cable Committee and filled out proper paperwork with them. He will do the event as an individual not as a Selectmen. The Cable Committee will sponsor and put together the filming and program and he will send out letters tomorrow. He hopes to get a response back by the 5th and to

hold the event on the 10th. The event will be held at Town Hall on the second floor and will be open to the public.

SIGNATURE FOLDER

M. Curran noted the Signature Folder and Manifest were going around.

SELECTMEN'S REPORTS

C. Blinn:

- Attended Cable meeting. They discussed their budget. It was quite an intense meeting. Bob came to discuss his Candidate Night and all agreed to help him out.
- Attended Conservation Committee. Zachery Nolan came in and discussed his Eagle Scout project. He did the Yellow Trail in the Town Forest which is 1 mile and a quarter. He also built a bridge which Jill will come to the Board to discuss. He showed pictures of the bridge on the Yellow Trail in the Town Forest.

J. Sherman:

- Budget Committee meets next week.
- Town Report Advisory Committee meets this week.
- Attended The Right to Know Law training last Wednesday night in Danville. The Board of Selectmen is in compliance with The Right to Know Law. They are also in compliance when they go into Executive Session. Any vote taken in Executive Session is part of the Executive Session and the Board is not required to report the vote. When the Board seals the Minutes of Executive Session the only additional thing that they should do is to announce why they are sealing the minutes in the motion. The Board should seal the Minutes with a definite duration not an indefinite duration because the Board cannot bind a future Board of Selectmen when they reopen the Minutes. He inquired at the meeting if the Board needed to put on their meeting agenda why they were going into Executive Session and he found that they do not. The attorney teaching the class noted the Board does not even need an agenda nor do they need to list why they are going into Executive Session. He picked up a copy of the RSA while he was in training.

R. Gray:

- Town Report Advisory Committee meets this week.
- Attended Planning Board:
 - *Panera Bread must go to both boards for approval (land in two locations - MA/NH). A joint meeting has been scheduled between Haverhill and Plaistow sometime next week. The purpose of the meeting will be to discuss issues that affect the proposed business with the abutting municipality, parking, traffic and water.
 - *241 Main Street - Kidder (storage units out there)

M. Curran and R. Gray discussed previous plans for the area.

*Plan NH

S. Fitzgerald discussed plan and both Boards (BOS/Planning) working together. The Planning Board plans and the Board of Selectmen governs.

M. Curran:

- Family Mediation:
 - *Next month is their budget.
 - *They are implementing parenting classes and the pilot will be offered free. They have been working with the school and some of the costs associated with it will be off set. This is going to help guide people through positive and negative responses. It is not just teen parenting, it is learning roles and responsibilities.
 - *The legislature has not changed their gaming, they can still use Rockingham Race Track which is one of their largest funding sources.
- Attended Beede meeting, she thought it went well. The pictures posted to their web site are very helpful and the information listed is up to date.

J. Sherman noted the Cable Committee has been doing shows with Jim and Doug on a regular basis and suggested to add Scott.

M. Curran agreed.

NON PUBLIC RSA 91-A:3 II (d) NEGOTIATIONS

S. Fitzgerald noted the Non Public would be deferred until next week when there is a full Board.

M. Curran:

- Elder Service Fair is Wednesday. They have great resources for the area.
- Farmers Market is Thursday.
- Zoning Board meets this week.
- This week is a Recycling Week.

Public Meeting adjourned at 10:27 pm.

Respectfully Submitted,
Audrey DeProspero