



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, January 08, 2018 – 7:00 p.m. – Town Hall Conference Room

Members Present: Chester Deorocki, Chip Hussey, Vaughan Morgan, Jim Rolston, Paul Sanderson

Staff: Karen Anderson – Town Administrator

Chair Morgan opened the Board of Selectmen meeting at 7:00 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

I. PUBLIC HEARING

1. Acceptance of Donation: Heroes and Helpers - \$250 (REP Enterprises, LLC)

REP Enterprises, LLC donated \$250 to the Heroes and Helpers Program which is done through the Police Department. This donation was received prior to the holidays. Chair Morgan opened the hearing to public comments. There being none, he closed the public hearing and returned to the Board.

MOTION: P. Sanderson moved to accept the donation of \$250 from REP Enterprises, LLC, for the Police Department Heroes and Helpers Program. Second – J. Rolston; all in favor. MOTION CARRIED

Chair Morgan, on behalf of the Town, expressed the Board's appreciation for the generosity of the donors.

II. APPOINTMENT

1. Weeks Library Expansion Update: Library Trustees

Marcia McLaughlin, Library Trustees, addressed the Board. Also present were Craig McLaughlin, Library Building Committee, and Ron Lamarre, Architect of Record (Lavallee/Brensinger Architects). Based on the Board's concerns from an earlier meeting, updated plans were presented and reviewed.

C. McLaughlin used a PowerPoint presentation for the Library's parking proposal utilizing the existing school parking lot. They have received excellent cooperation from the Church and School. On a typical school day, they anticipate 26 available parking spaces. During special events at the School, which are normally at night, there are very few available spaces. Although C. McLaughlin wasn't a Library Trustee, he was confident they would agree the Library and School would coordinate schedules so special events were not held on the same evening. The SAU and School have agreed in principle to make 10 parking spaces available to the Library. There has been no agreement where the spaces will be located; however, in principle, they should be minimum distance to the Library. C. McLaughlin pointed out which spaces they would like, and they will be marked as "Library parking". They will not be doing an easement. Handicap parking will be as close to the Library as possible.

R. Lamarre reviewed the proposed septic for the Library, pointing out the existing Parish House septic which is located on the Library property; that system can be expanded and the Library can connect. The septic was designed and built so cars cannot be parked on it; however, parking can be done on the concrete leaching structure. Parking is not planned on the septic site. After the vote passes, they will review all options in detail for the best cost benefit to the Town.

Handicap parking was discussed. Combined, the Parish House and Library will have approximately 16 parking spaces. J. Rolston questioned backing out onto Post Road, which is a State road. P. Sanderson responded because it's existing it was allowed; however, the configuration out front could not be changed. A new driveway permit would not be allowed. R. Lamarre added that DOT would be contacted if any changes were made.

R. Lamarre stated there isn't a reduction in project costs now; however, if they didn't build 26 parking spaces there would be a savings. He offered several options if there were any savings. K. Anderson noted the bond hearing would be on January 09, 2018, for \$2.9 million, which is the highest it could go. C. McLaughlin added the plans have not been fully engineered and detailed studies have not been done; it wouldn't be prudent to spend the money and the project not move forward. The plans being discussed were conceptual, and there was excellent cooperation with the SAU, School and Church.

Chair Morgan questioned the cost of Item 8, Outline of Terms between the Church and Weeks Public Library (copy on file). C. McLaughlin responded that his thought was to leave the leach field alone but the septic tank may need to be reinforced or moved. That could give them the handicap spaces that were discussed without impacting the leach field; that would be a savings. This would be an economic study of what makes sense. R. Lamarre discussed several septic options. M. McLaughlin stated she would hate to see an installation that was necessitated by the failure of the Parish House's system work against the Library's project because their septic is on Library property. It could be a trade off with parking.

R. Lamarre told the Board they had a positive meeting with the neighbors. Chair Morgan stated that the Trustees have done a good job, and the residents needed to know that the project has been well thought out and researched.

C. Hussey questioned stormwater due to the large impervious surface that was being proposed. R. Lamarre stated that when paving is done behind the Parish House, a detention area will be put under the parking lot. He noted it was reviewed by Ben Dreyer, Underwood Engineers. There will not be any water crossing the property lines. C. Hussey felt there may be a problem with water going into the Parish House basement. R. Lamarre agreed, adding they needed to make sure it was done correctly.

Asked by P. Sanderson if the parking spaces would be 9x18, R. Lamarre responded they were drawn at 9x20. P. Sanderson also asked if a turning radius template had been applied. R. Lamarre stated it had been done for cars but not for emergency vehicles or fire trucks; P. Sanderson suggested they speak to Chief Cresta. R. Lamarre stated he didn't think a fire truck could get around the back, with or without cars. They will be talking to the Fire Chief.

Dennis Malloy: Asked if "not to exceed" would be added to the bond. K. Anderson responded that the bonding amount would be \$2.9 million as proposed; it cannot be increased after that amount. The warrant article is \$3.5 million; the difference will come out of the Library's Capital Reserve Fund. M. McLaughlin added that the amount will not exceed the cost estimate they have been given. D. Malloy pointed out that the warrant article will need to be very clear that \$2.9 is not the full extent; K. Anderson assured him that the warrant article for the bond is clear.

III. APPROVAL OF MINUTES

1. Tuesday, December 26, 2017

C. Deorocki corrected page 1, paragraph 2 to add “red pickup”.

MOTION: C. Hussey moved to approve the minutes of Tuesday, December 26, 2017, as amended. Second – P. Sanderson; all in favor. MOTION CARRIED

IV. OLD BUSINESS

1. Coakley Update

K. Anderson has a conference call on Thursday, January 11, 2018 regarding the status of the project. A survey was done asking residents for their concerns and not one has been returned. During the conference call, better utilization of the consultant will be discussed. It appears that the residents most concerned are getting the information they need.

2. Video Surveillance Policy

Chief Laurent reviewed and revised the Video Surveillance Policy. Her suggestions have been incorporated into the policy the Board received (copy on file). C. Hussey had several concerns: Section D: Chief Cresta would like to monitor his staff as done by Chief Laurent. He also questioned why the Selectmen did not have access. K. Anderson noted Section “a” in which a Selectman may request access in an open meeting. One member cannot come in and request access. Chair Morgan commented that a Selectman, or anyone, should not be able to view footage without justifiable cause or authorization by majority vote of the Board. The Board takes all personnel action. Chair Morgan further suggested that reviews should be done by a minimum of two people. By extending authorization to all Department Heads, the Board starts to lose control.

C. Hussey’s other concern was Section C, Item 2: K. Anderson stated this has been deleted from the original draft; Chief Laurent wanted to be able to use the video for performance reviews. P. Sanderson stated that in the past the Chief of Police has imposed discipline that the Selectmen weren’t aware of, which caused tremendous problems. He didn’t want to micro-manage the Police Department; however, he would like to qualify “discipline”: before the Police Chief could impose discipline involving administrative leave with pay or a suspension of more than 24 hours, it should be brought to the Selectmen’s attention. K. Anderson noted it was specific in the Chief’s contract.

Chair Morgan stated further revisions should be done before approved by the Board of Selectmen. P. Sanderson felt review of the video was similar to sealed non-public minutes; they would need to have approval of the Selectmen prior to viewing. Chair Morgan added it needed to be a justifiable cause. C. Deorocki clarified that if the Chief wanted to use the video for disciplinary action, she would need Board approval. P. Sanderson responded that the Board would clarify “discipline” with the Chief. K. Anderson explained that the Chief was trying to reserve the right to view any criminal activity. P. Sanderson further stated that the Board should have some control of disciplinary purposes for her personnel; the Board needed to be involved if disciplinary action would impact a person’s career.

The final version of the policy will be reviewed by the Town Attorney.

3. Warrant

K. Anderson noted that the Board had the right to change the order of the warrant articles. Two petitioned warrant articles were received earlier in the day. There are currently 24 warrant articles; the deadline is Tuesday, January 9, 2018, at 5:00 p.m. K. Anderson noted one warrant article that was received was defective; however, it still needs to go on the warrant. It will be explained at Deliberative Session and the Moderator may rule that it's Zoning related and not the purview of Deliberative Session. Money articles needed to be recommended/not recommended at this meeting; articles could be looked at again after Deliberative Session.

Article 6: Library Bond/Interest: P. Sanderson was supportive of forwarding the article for a vote. He has concerns with the Church property: paving creates almost 100% impervious lot coverage; the site is very tight; he felt there would be issues. He didn't have concerns with the level of work and detail that was put into the project; they had done their very best. M. McLaughlin corrected that it was pervious pavement and water will drain. C. Deorocki had concerns with the site and that it was too small; too many entities were involved; he was a big proponent of "separation of Church and State"; it was too much in together; he is pro-Library, but felt it should be done somewhere else. Parking was also a concern and the School parking lot was maxed out a certain times during the day. There were too many entities involved and not enough space. J. Rolston felt the project should move forward and has been a need since he was a Library Trustee in the 1980's. The Library as proposed will also be a meeting center for Towns people and senior citizens. The sentiment of the Town is for the project. He clarified that he was not in favor of the current site and would have liked it to be somewhere else. C. Hussey had concerns about stormwater. If a private person was trying to build this, it wouldn't make it through Planning. It was a nice idea and the Town should decide; he was also suffering from shell-shock with the School increase. If they tried to keep the Library on the existing site, basements could be flooded. Chair Morgan was glad it would be on the warrant and people would have a chance to see it; it's a decision that should be made by the public. Personally, he looked at the budget and sees the Town exploding; it needs to be reined in. He looks at safety issues first, and the Fire Department needs to be built. His first priority would be the Fire Department. Infrastructure is also a priority; it's expensive and must be dealt with on an ongoing basis. He liked the idea of the Library, but didn't feel this was the time. He felt it was too much for the public to handle at this time, and would have to vote against recommending this warrant article.

MOTION: C. Deorocki moved the Board of Selectmen not recommend Article 6. Second - C. Hussey; four in favor, one against (J. Rolston). MOTION CARRIED

P. Sanderson wanted it noted that there was a great deal of hard work and good faith by the people who made the presentations. They did everything they were asked and came to the Board with the utmost good faith as well as worked to solve problems. He felt the problems were somewhat insurmountable. Chair Morgan agreed they did a wonderful job; it would be a great thing to have if not faced with a Fire Department and budget. M. McLaughlin stated she appreciated the fact that the Selectmen are allowing it to be included on the ballot and letting the citizens decide their priority; expenses in Town were never going to go down.

Article 8 – New Fire Station Engineering/Design: Amended – add "to be located at the site of the existing Public Works building".

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 8 as amended. Second – C. Hussey; four in favor, one against (C. Deorocki). MOTION CARRIED

Article 9 – Fire Station Roof: Amended – add “and make structural repairs on the existing fire station building and to maintain the integrity of the building”; delete the last sentence.

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 9 as amended. Second – C. Deorocki; all in favor. MOTION CARRIED

Article 10 – Fire Department Air Packs: This will come from the Ambulance Special Revenue Fund. K. Anderson will be applying for a competitive grant through the AFG for air packs.

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 10 as presented. Second – J. Rolston; all in favor. MOTION CARRIED

Article 11 – Road Improvement Fund: Fund Balance; no impact on the tax rate.

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 11 as presented. Second – C. Deorocki; all in favor. MOTION CARRIED

Article 12 – Discontinue Portsmouth Avenue CRF: No action needed.

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 12 as presented. Second – J. Rolston; all in favor. MOTION CARRIED

Article 13 – Appropriate Portsmouth Avenue CRF Balance: Amended – add “This article is contingent on the passage of Article 12”.

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 13 as amended. Second – J. Rolston; all in favor. MOTION CARRIED

Article 14 – Appropriate \$21,199.30 from the Fund Balance to Road Improvement CRF to Transfer Remaining Funds from the Dearborn Road Project: No action needed.

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 14 as presented. Second – C. Deorocki; all in favor. MOTION CARRIED

Article 15 – Transfer Station CRF: No impact on the tax rate.

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 15 as presented. Second – J. Rolston; all in favor. MOTION CARRIED

Article 16 – Town Equipment CRF: No impact on the tax rate.

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 16 as presented. Second – J. Rolston; all in favor. MOTION CARRIED

Article 17 – Krasko Field Building: Amended – change amount to \$15,000.

P. Sanderson stated the Town and Selectmen cannot appropriate from a Revolving Fund. This amount would come from taxation. The amount can be changed at Deliberative Session, but not the purpose.

MOTION: J. Rolston moved to remove Article 17 from the warrant. Second – P. Sanderson

Discussion: The building is off its foundation and decrepit. C. Deorocki added the building was falling down and needed to be replaced. P. Sanderson added the building was unsafe. Bob Krasko added the building was built 25 years ago. The building decayed due to water coming down from the hill. C. Deorocki noted the electricity for the field is located in that building. He suggested a smaller building to house the electrical. P. Sanderson recommended an amount of \$7,500. C. Deorocki recommended \$15,000.

AMENDED MOTION: C. Deorocki moved the Board of Selectmen recommend Article 17 as amended, in the amount of \$15,000. Second – C. Hussey; all in favor. MOTION CARRIED

Article 18 – Ambulance Billing: No tax impact.

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 18 as presented. Second – J. Rolston; all in favor. MOTION CARRIED

Article 19 – Police Equipment CRF: No action needed.

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 19 as presented. Second – J. Rolston; all in favor. MOTION CARRIED

Article 20 – Discontinue Mosquito CRF: No action/recommendation needed; not a money article.

Article 21 – Increase Stipend on Trustee of Trust Funds Bookkeeper to \$1,500: No action needed.

MOTION: P. Sanderson moved the Board of Selectmen recommend Article 21 as presented. Second – C. Deorocki; all in favor. MOTION CARRIED

Article 22 – Authorize Keno Games: No action/recommendation needed; not a money article.

Article 23 – Discontinuance of Stearns Way: Petitioned. No action/recommendation needed; not a money article. K. Anderson has spoken to the petitioner and he is aware it is his responsibility to send certified letters to all affected landowners.

Article 24 – No Roads Over Wetlands: Petitioned. No action/recommendation needed; not a money article. P. Sanderson stated this must go on the warrant and to Deliberative Session as submitted. The spelling has been corrected, but no further changes can be made until Deliberative Session. P. Sanderson informed the Board that the petitioner brings this item up at every Planning Board meeting and he has been told it's a constitutional issue.

4. Other Old Business

J. Rolston stated he received a phone call from a resident about salt being taken from the Town shed. He contacted Chair Morgan who then contacted Chief Laurent. J. Rolston continued that Mr. Jones was a little disingenuous in his dealings with the Board and should have told the Board it was his employee taking salt.

C. Hussey left the meeting.

V. NEW BUSINESS AND ADMINISTRATIVE

1. Review of Town Administrator's Bi-Weekly Report

Correction: The Public Hearing for the budget is Tuesday, January 9, 2018 at 6:30 p.m.

Spreader Accident: A check from Primex was received to replace the damaged spreader in the amount of \$5,209. The insurance company has stated that the Town can keep the damaged spreader; they were unable to find a provider to salvage it for a profit. It's now the property of the Town and can be used for parts.

C. Deorocki asked for an explanation of what happened. K. Anderson stated that one corner of the spreader is broken off where one of the clips would have been; none of the clips or straps were broken. The load may have shifted enough to break the corner; there's no way to recreate the accident. It happened pulling out of Town Square onto Portsmouth Avenue. C. Deorocki stated that he would like to hear the driver's explanation at the next meeting. Chair Morgan responded that he has spoken to the driver, and he doesn't know how it happened. C. Deorocki stated it doesn't just happen and was not an accident; something failed or wasn't installed correctly. It does not happen. He went to REP and asked if there was a problem with that sander; they had no other instances of it. C. Deorocki has been in the business a long time and has never seen it happen. His concern was that something was negligent and he had a serious problem with it—it fell out of the truck. He told Chair Morgan that he did look at the sander. Chair Morgan asked him if he could definitively tell what happened. C. Deorocki responded that there was no damage on the front of it, which was strange to him. He felt the back would be smashed and the spinner would be dented and done with; that all appeared to be good. The damage was on the top right hand corner in the front, which indicated (and it was just speculation) the straps in the back held, the straps in the front failed, came unhinged, went over, rolled over and hit on the top; he was unsure how that would break unless it was done picking up the sander to get it out of the middle of the road.

C. Deorocki stated he would like an explanation because he didn't know what happened. Chair Morgan responded that the Property Maintenance Supervisor could come to a meeting, but he would tell the Board the same thing he told the Chair, K. Anderson and others: he doesn't know how it happened. C. Deorocki asked what would prevent it from happening again. P. Sanderson questioned if the new sander would be installed by the dealer. K. Anderson commented it comes in and out of the truck. P. Sanderson clarified that if it was installed by the dealer, it would be installed correctly this time. C. Deorocki asked it was installed incorrectly; members weren't sure. P. Sanderson stated that moving forward when the new sander comes in, it should be installed in the truck by the dealer personnel.

C. Deorocki stated it didn't give him any confidence in this at all and goes back to "why do we have this". Why is he out there all the time? It's in the contract that Jones Snowplowing takes care of all of this. He questioned why the ballfield parking lot was being plowed. Responding to a question from Chair Morgan, C. Deorocki stated that fire hydrants, the Town Hall parking lot, roads, sidewalks, everything, is under contract. He had a problem with that position: nothing else is getting done in the Town because he's plowing all the time; it's someone else's job, there's a contract and it needs to be honored. Then maybe all the little things can be taken care of that are falling apart in Town; he could do a better job as Road Agent and a better job as Property Maintenance Supervisor. He could keep the plow, truck and sander. C. Deorocki continued that to him it was a 7:00 to 3:30 every day job. When the snow contractors were done with their job and go home, if there's a problem: go plow it, go sand it, whatever. Maybe the tree on Park Avenue could have been taken care of already because he's not snow blowing.

C. Deorocki also had a problem with the sidewalks and some procedures. Sidewalks are being done twice; they don't need to be done before the plow trucks are done. If you snow blow the sidewalks and come in with a plow, all the snow is pushed back up onto the sidewalk. Then it will have to be done again and they're not being treated; it's an ice sheet from the Church to here every time. C. Deorocki's other concern was that the parking lot at Krasko Field was all plowed out, and he didn't know why that had to be done in the winter. The road from Krasko Field to the Police Department is being plowed with the Town truck every 8' or 9' (whatever the plow is) and moved over. Not only is it a waste of time, it's a waste of fuel, it's bad for the truck, it's bad for the rear end, it's bad for the transmission, it's bad for everything. To push the side of the road back, a wing plow is used. To him, it was a no-brainer: the contractor's trucks go up and do the dump, shut and lock the gates, they come down and push the snow as they wing. As he's mentioned at prior meetings, this parking lot is taken care of, the truck is parked and they go home. The Property Maintenance Supervisor can come in at 7:00 in the morning, work until 3:30, half an hour for lunch. To C. Deorocki, that was a DPW. He stated he wanted it on the record, again.

Chair Morgan stated he would like to review the snow plow policy and meet with C. Hussey. C. Deorocki felt there was a solution. Chair Morgan was unsure if it was something that Jones should be doing; he assumed that everybody was doing what they should be doing. It was done like that before he was on the Board. J. Rolston questioned why, if it was in Jones' contract and he was going to be paid for it, would he allow the Town to do it. C. Deorocki responded there was a gray area and it was unknown.

C. Deorocki mentioned the tree on Park Avenue. He thought Rockingham Dispatch called Jones first, in error, and told him there was a tree on Park Avenue, could he take it. They were told they needed to call the Property Maintenance Supervisor. C. Deorocki thought Mr. Jones went up with a loader to push the tree out; the Property Maintenance Supervisor got a call and also went up (this was around midnight) with a chain saw to take care of it. Everything is overlapping. C. Deorocki questioned who is supposed to get the call from Rockingham Dispatch in the winter. K. Anderson responded it was the police and then they would call someone. P. Sanderson stated that was normally what happened, adding he hoped they would call the Property Maintenance Supervisor first. He suggested clarifying it with the Chief. C. Deorocki stated that Rockingham Dispatch is calling the snow contractor or Property Maintenance Supervisor directly. P. Sanderson continued that the Chief could clarify that with Rockingham Dispatch more easily than anyone else.

Chair Morgan was in agreement to look into C. Deorocki's concerns. If there was overlapping or someone working for the Town doing something that should be done by a contractor, it needed to be corrected. P. Sanderson added that if areas of correction were found, he would be glad to hear the report.

2. Veterans Credits

One Veterans Credit is a regular credit and the other is an All Veterans Credit. Both residents qualify based on the years of service. One credit is for 2018; the other is effective in 2019 based on the residency requirement (he hasn't been a resident for one year).

MOTION: J. Rolston moved to approve the Veterans Credits for residents at 56 Cherry Hill Drive and 32 Windsor Green Road. Second – C. Deorocki; all in favor. MOTION CARRIED

K. Anderson noted that the Town is currently in the Veterans recertification process as part of the revaluation. All Veterans will receive a letter that must be signed and returned, verifying information on file.

3. Snow Removal from Hydrants

This item was requested to be added to the agenda. Chief Cresta had asked that residents assist the Fire Department with clearing snow from hydrants near their home; last week this was put on the sign out front of the Town Office. It was noted that clearing hydrants was in Jones' contract. C. Deorocki added it was being done in a timely fashion. He had a problem with the Town asking the residents to do a job that was already contracted out. He thought it was rude to ask for this and then ask for a new fire station, new fire truck, two new lieutenants, and a \$15,000 raise. When he saw that, his thought was "fire, fire, fire" and it was costing so much money. It's a front page issue for him and didn't pass the front page test. Someone was being paid to do it, he does it...period. Chair Morgan was in agreement. However, if the fire hydrant near his house was blocked, he cleared it out.

4. Seacoast Drinking Water Commission Appointment

Dennis Malloy, Van Etten Drive and State Representative, has volunteered to act as the Town's representative on the Seacoast Drinking Water Commission. P. Sanderson thanked D. Malloy; the meetings are held locally, and he works in Concord which makes it difficult. D. Malloy co-sponsored the bill that created the commission. K. Anderson will notify the State of the appointment.

MOTION: P. Sanderson moved to appoint Dennis Malloy as the Town's new representative on the Seacoast Drinking Water Commission. Second – C. Deorocki; all in favor. MOTION CARRIED

5. Other New Business

Great Bay Drive West: J. Rolston questioned if the Selectmen or Planning Board needed to take action on the letter from the Town Attorney. Chair Morgan recommended it be forwarded to the Planning Board. P. Sanderson added the Planning Board had discussed the issue from an emergency lane perspective. The Selectmen don't have to do anything. Responding to the question from J. Rolston as to how it gets resolved, Chair Morgan felt it had to go to the Planning Board. P. Sanderson was unsure of the resolution. Chair Morgan recommended that someone representing the residents on Great Bay Drive West needed to go to the Planning Board; that should be the next course of action based on the Town Meeting results.

VI. ACCOUNTS PAYABLE – THURSDAY, JANUARY 11, 2018

1. Payroll Manifest 01

MOTION: C. Deorocki moved to approve Payroll Manifest 01 in the amount of \$51,508.24. Second – J. Rolston; all in favor. MOTION CARRIED

2. General Fund Manifest 01

MOTION: C. Deorocki moved to approve General Fund Manifest 01 in the amount of \$391,489.44 (School - \$160,000; Library - \$71,240). Second – J. Rolston; all in favor. MOTION CARRIED

Snow removal is overspent by \$172,220; salt is overspent by \$55,733.

3. General Fund – Retirement Liability Manifest 26A (December 31, 2017)

MOTION: C. Deorocki moved to approve General Fund – Retirement Liability Manifest 26A in the amount of \$11,606.40. Second – P. Sanderson; all in favor. MOTION CARRIED

K. Anderson noted that this is the payment for Lieutenant Sawyer's unpaid leave retirement benefits.

4. Fire/Safety Manifest 12

MOTION: J. Rolston moved to approve Fire/Safety Manifest 12 in the amount of \$146.40. Second – P. Sanderson; all in favor. MOTION CARRIED

VII. ADJOURNMENT

MOTION: J. Rolston moved to adjourn at 8:50 p.m. Second – C. Deorocki; all in favor. MOTION CARRIED

NEXT MEETING

Monday, January 22, 2018 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: 