

1  
2  
3  
4  
5  
6  
7  
8  
9  
10

**APPROVED**  
**TOWN OF PELHAM**  
**BOARD OF SELECTMEN - MEETING MINUTES**  
**December 17, 2019**  
APPROVED – January 7, 2020

11  
12  
13  
14  
15  
16  
17

**CALL TO ORDER** - approximately 6:30PM

PRESENT: Mr. William McDevitt, Mr. Doug Viger, Mr. Hal Lynde, Ms. Heather Forde,  
Mr. Kevin Cote, Town Administrator Brian McCarthy

ABSENT: None.

18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**PLEDGE OF ALLEGIANCE**

**MINUTES REVIEW:**

**December 10, 2019:**

**MOTION:** (Forde/Lynde) To approve the December 10, 2019 meeting minutes as amended.

**VOTE:** (5-0-0) The motion carried.

29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44

**ANNOUNCEMENT**

None

**OPEN FORUM:**

No one came forward.

**APPOINTMENTS**

**Planning Director Jeff Gowan – Review Environmental Compliance Specialist job description**

Prior to the meeting the Board was provided with the proposed job description to review. Mr. McDevitt wanted to know what action Mr. Gowan was seeking. Mr. Gowan replied his preference was to move forward and hire for the position although he was unsure if it fell under the category that required it to be on the ballot. Mr. McCarthy believed it was previously agreed the salary wouldn't exceed the Budget Committee requirements for a warrant article. He added if the Selectmen approve; the position would be included in the (Planning Department) budget during reconsideration.

Mr. McDevitt felt it would be useful for Mr. Gowan to provide a summary of the proposed position for the public to understand. Mr. Gowan explained the Town had an unfunded Federal mandate project: Municipal Separate Storm Sewer System (MS4) they had to engage with. To date they've hired Geo Insight to consult and put together the requirements and permitting for the first year. They have entered year two and found the applications are significant and require a tremendous amount of time which made it difficult for Mr. Gowan to keep planning projects (his other responsibilities) moving ahead. Previously the Selectmen provided feedback that indicated it made sense to hire a full-time person for

45 the position. The draft job description was developed with the idea the position would focus entirely  
46 on the MS4 project, which he went on to summarize. He said his ultimate goal as a person is hired and  
47 becomes fully trained and up to speed was to back off the amount of work sent to the (current)  
48 consultant.

49

50 Mr. McDevitt asked if they could hire someone on agreement that their tenure would be 3-4 years and  
51 revisit at the end of that time. Mr. McCarthy believed the position would be a regular position and  
52 most likely qualify for union. He suggested speaking with legal for opinion. He pointed out the MS4  
53 process wouldn't be going away and would become more complicated as time went on. Mr. Gowan  
54 believed the obligation would never go away.

55

56 Mr. Gowan told the Board he had done an analysis on the salary and reminded during the process of  
57 what a great benefit package the Town had. He noted the maximum salary (and benefits) allowed to  
58 for a position to not be included on the ballot is \$91,205.54 (for 2020). He spoke with Human  
59 Resources to break down the numbers and came up with the maximum salary would be \$52,000 with  
60 an assumed family insurance plan, along with dental, life insurance and New Hampshire Retirement.  
61 He noted the salary range may start in the low forties depending on the applicant's credentials.

62

63 Mr. McCarthy envisioned Mr. Gowan giving a similar presentation to the Budget Committee during  
64 budget reconsideration. Mr. McDevitt stated they were conscious of staying under the Budget  
65 Committee threshold. The reason was if the position had to be on the warrant and the voters turned it  
66 down, they wouldn't be able to do the work which they were under Federal obligation to do. Mr.  
67 Gowan felt it made sense to have local control and in the long-term would be the most cost-effective  
68 manner to handle the process.

69

70 Mr. Lynde asked for the Budget Committee's threshold for a warrant article. Mr. McCarthy replied  
71 \$92,000. Mr. Lynde confirmed that figure included benefits. Mr. McCarthy answered yes.

72

73 Mr. McDevitt asked the Board if they agreed to have Mr. Gowan bring the position to budget  
74 reconsideration. There was no objection. Mr. McDevitt noted if the Budget Committee didn't approve  
75 at reconsideration the Selectmen had the opportunity to ask those in attendance at Deliberative Session  
76 to adjust the budget.

77

## 78 **DISCUSSION**

79

### 80 **Polling place for the New Hampshire Primary**

81

**MOTION:** (Viger/Forde) To identify Pelham High School as the polling place for the New  
Hampshire Primary.

**VOTE:** (5-0-0) The motion carried.

82

83 It was noted students wouldn't be in session on primary day.

84

### 85 **Zoning Board of Adjustment Resignation – Svetlana Paliy**

86

87 Mr. Cote questioned if resignations required a person to come in person or just submit a letter. Mr.  
88 McCarthy believed Ms. Paliy submitted a handwritten note to the Selectmen's office. Mr. Cote  
89 thought it was important to have a process where people come into the Town Hall to submit their  
90 resignation. Mr. McDevitt understood Mr. Cote's comments. He said people drop off letters or send  
91 emails. It was difficult when a person simply stopped showing up because then the board had a

92 vacancy they weren't aware of. He didn't have a concern with someone submitting a letter because it  
93 was a closure.

94

**MOTION:** (Viger/Lynde) To accept the resignation of Svetlana Paliy as a member of the Zoning Board of Adjustment.

**VOTE:** (5-0-0) The motion carried.

95

96 **Assessing Department encumbrance request**

97

98 Mr. McCarthy read aloud a letter submitted by the Assessing Assistant Susan Snide. The department  
99 was looking to encumber \$6,165.00 from budget year 2019 to 2020 for the restoration of a survey  
100 map from 1833 of Mammoth Road (from Lowell, MA to Hookset, NH). The map (12.75"x52") was  
101 discovered in the Town Clerk's vault in 2016. The paper is brittle and disintegrating. The intention  
102 is to restore the map and display a reproduction in the Municipal Complex for public view. Mr.  
103 McCarthy described the restoration process. The original will be housed in the archival folder within  
104 the Town Clerk's vault in a custom-made box.

105

106 Ms. Forde asked if anyone had spoken to the Historic Society. There hadn't been a discussion. Ms.  
107 Forde suggested they may like a copy. Mr. McDevitt questioned if the map was pertinent to Pelham.  
108 Mr. McCarthy replied it was a map of the Town and roads from 1833, which he felt had historical  
109 significance. Mr. McDevitt discussed the options, 1) inquire if the Pelham Historical Society would  
110 like to contribute or fund the restoration, 2) send the map to the New Hampshire Historical Society or  
111 State Museum who was in a better position to preserve documents, or 3) fund the restoration out of  
112 tax payer funds. He would rather ask the Pelham Historical Society if they would like to make a  
113 contribution rather than have it paid for by the taxpayers. There was no objection to asking the  
114 historical society.

115

116 Mr. Cote read the description of how the original would be housed. He suggested the State receive  
117 the original copy and the Town retain the production. Mr. McDevitt replied the dilemma was how  
118 well future Boards of Selectmen, Town Clerks and Assessors would preserve the valuable document.  
119 He felt they should first contact the Pelham Historical Society to see if they wanted to contribute. Mr.  
120 Cote wondered if there were any non-profits that would be willing to help. Ms. Forde believed  
121 schools with American history and/or archival departments may look to do restorations.

122

123 Mr. Lynde spoke about a document signed by King George VIII that was missing. He wished they  
124 would find it. He recalled seeing the document in 1973 when it was housed in the Town Clerk's vault  
125 at the old building (now the VFW building). Mr. McCarthy believed he had researched the location  
126 of the document and learned it was at the Secretary of State's office. He will research again and let  
127 Mr. Lynde know his findings.

128

129 **Review of new Town of Pelham Bad Check Policy**

130

131 Mr. McCarthy provided the Board with a draft policy for review. He noted it had been reviewed and  
132 approved by Town Counsel. He will add an agenda item for one of their January meetings.

133

134 **Solar Leasing Program**

135

136 Mr. Cote told the Board there was a meeting with a representative of Revision Energy (Ned  
137 Raynolds). Also, in attending was Selectman Lynde, Troy Bressette (School Board), Paul Gagnon  
138 and Al Steward (Conservation Commission). He felt it was a good meeting with a lot of information;

BOARD OF SELECTMEN MEETING/December 17, 2019

139 they were interested in moving forward. He explained if they were to move forward, they needed the  
140 ability to lease land; to do so they need permission from the Legislative Body (voters). He  
141 understood it would be a different process if they were to buy land and solar panels. Mr. Cote noted  
142 the suggested warrant article language came from Mr. Raynolds. He then read the proposed warrant  
143 article aloud.

144  
145 Mr. Lynde commented it was critical for people to understand there would be a tax advantage; this  
146 year the current (top) rate would end, next year and the year after it would drop approximately 4%  
147 (each year).

148  
149 Mr. Viger noted the current Board couldn't make the decision to enter into a long-term agreement.  
150 He said a warrant article would be needed. Mr. Cote replied a question (from those attending the  
151 meeting) was if they could enter into an agreement similar to that with Comcast or Liberty Utilities).  
152 Mr. McDevitt replied they could enter into an agreement for a service (i.e. phone service); however,  
153 they didn't have the authority to enter an agreement for a long-term lease. He believed Town  
154 Meeting could grant the authority to enter into a lease for 5-years, but it wasn't clear whether the  
155 question had to go back to Town Meeting after the 5-year period. Mr. Viger replied there was a  
156 difference between an outlay of taxpayer money versus an income.

157  
158 Mr. McDevitt stated he was in favor of solar energy but had no idea of the details of the presentation.  
159 He said no one had come into the Board and describe what they wanted to do. He didn't know if they  
160 would be supplying power to the grid, to a neighborhood or to municipal buildings. He didn't know  
161 the cost to the taxpayers, if anything. He was not in favor of moving forward until he heard the  
162 details as to what the benefits were. Mr. Cote replied they were looking to schedule a meeting for  
163 January 21, 2020. Mr. McDevitt suggested not proposing a 30-year lease unless a majority of the  
164 Board thought it would be a good idea. Mr. Cote believed the idea wasn't to move forward with  
165 lease, but to have the ability to have one if it was decided to have one. Mr. McDevitt replied he had  
166 no problem laying the groundwork. Mr. Lynde explained the intent was for the benefit to the Town  
167 and School budgets. They've looked at the yearly electricity (kilowatt) usage; the goal would be to  
168 get sufficient solar capability to maximize it. From what he understood there shouldn't be any need  
169 for the Town to put money forward. He said maybe in the future if they wanted to buy the system,  
170 they would have to pay something. Mr. Cote stated the Board would have a presentation using hard  
171 numbers.

172  
173 Mr. McDevitt questioned if there was a specific plot of land picked out. Mr. Cote replied they had a  
174 specific 5-acre plot picked out by the Conservation Commission. He believed it was within the  
175 Merriam Cutter off Mammoth Road. He said they needed access to three-phase power. The  
176 Conservation Commission would identify more properties. Mr. Lynde briefly discussed the solar  
177 options and stated they would put together a package for a presentation.

178  
179 Mr. McDevitt was concerned with meeting the deadline for warrant articles and suggested forwarding  
180 the proposed language to Town Counsel for review. Mr. Cote offered to contact Mr. Raynolds to see  
181 if he was available for the Board's January 7<sup>th</sup> meeting. Mr. McDevitt said if he wasn't available, he  
182 wouldn't support the article because the voters deserved to hear the details. He advised Mr. Cote if  
183 he wanted support for the article, he should start by making sure elected officials and residents are  
184 well informed. He added he wasn't against the idea, he just felt there should be transparency and  
185 information.

186  
187 The warrant article and Rochester Lease language will be submitted to Town Counsel to see if they  
188 had any objections. Mr. McDevitt wanted to know if the proposed land would be carved out of an

189 existing conservation parcel. Mr. Lynde believed permission would be granted to utilize the land for  
190 a solar array.

191

192 **Review of the 2020 Warrant Articles**

193

194 Mr. McCarthy stated he included the agenda item to keep the articles on the Board's 'radar'. Nothing  
195 had changed since their last meeting.

196

197 Mr. Lynde inquired if the sports betting would be included on the warrant. Mr. McCarthy replied the  
198 Board decided to include the article on the warrant so the voters could decide if they wanted to  
199 endorse it.

200

201 **Approval for the Liberty Utilities Light Replacement Project**

202

203 During the Board's last meeting Mr. McCarthy reported they were waiting a response. He had since  
204 received a response from Liberty Utilities in the affirmative for all four projects. They approved the  
205 request for updating the lights at the Municipal Building storage area, Fire Department, Hobbs  
206 Community Center and Library. He said the project was identical to the last in which they paid 50%  
207 of the cost for the lights and the remaining balance is put onto the electric bill. He noted the payback  
208 timeframe wouldn't be long.

209

210 The Town exposure cost were as follows:

211 Town Hall Storage area \$2,272 (20-month payback- monthly installment \$113.63)

212 Library - \$4,747.98 (24-month payback – monthly installment \$200.13)

213 Hobbs Community Center -\$840 (8-month payback – monthly installment \$108.25)

214 Fire Department - \$3,499 (24-month payback – monthly installment \$145.81)

215

216 Mr. Lynde confirmed all the lights would be replaced within the buildings. Mr. McCarthy replied  
217 they would replace some light fixtures and bulbs.

218

219 The total project cost was approximately \$15,000. Mr. Lynde wanted to know the estimated savings  
220 for electricity. Mr. McCarthy replied he was not provided with any calculation. He felt it was fair  
221 assessment to say the LED bulbs would be more energy efficient based off the previous program.

222

**MOTION:** (Viger/Forde) To approve \$15,000 (Town's 50% portion) to be rolled into the  
electric bill to replace and update lights to LED in the Town Storage facility  
(Municipal Building), Library, Hobbs Community Center and Fire Station.

**VOTE:** (5-0-0) The motion carried.

223

224 **Tax deeded properties update**

225

226 Mr. McDevitt stated they had taken two properties for non-payment of taxes within the last few months.  
227 Mr. McCarthy spoke to the attorney and understood the last contact with the owner of the empty parcel  
228 was the owner would be walking away and indicated the Town could do what they want with the  
229 parcel. He stated the attorney would be starting the paperwork to acquire the property. The second  
230 property was an occupied residence that was up for sale. Mr. McCarthy understood during the last  
231 conversation with the owner there was a tentative agreement the taxes would be paid back when the  
232 home was sold. He stated the sale fell through and the attorney had started the paperwork to acquire  
233 the property.

234

235 **Discussion regarding recent Legislation**

236

237 Mr. Lynde told the Board the Town participated in the aggregation of electric power (between towns)  
238 set up through the Nashua Regional Planning Commission ('NRPC'). He informed Legislation now  
239 allowed the Town to aggregate everyone within the town. During the annual New Hampshire Municipal  
240 Association conference, he spoke with two outfits that do it and suggested he invite them to speak with  
241 the Board. Mr. McDevitt thought it would be a good idea.

242

243 **TOWN ADMINISTRATOR / SELECTMEN REPORTS**

244

245 Mr. McDevitt thanked the members of the Garden Club for the display in the Town Center and Library.  
246 He pointed out a vehicle had smashed into two of the granite posts in the Town Center and one  
247 significant damage. He believed it was the third time within four years. He felt the Board should  
248 consider installing a bollard or something similar. There will be further discussion at a later date.

249

250 Mr. McCarthy asked the Board to review the following encumbrances. The first came from the  
251 Planning Department. Planning Director Jeff Gowan came forward and explained he hoped to  
252 encumber the remaining MS4 line item which currently contained \$11,863.83. He also asked to  
253 encumber the Specials line item for the Master Plan update \$5,000. He noted the 2020 budget contained  
254 \$5,000 and hoped the encumbrance would allow for additional chapters to be updated. He explained  
255 the Nashua Regional Planning Commission would do the chapter updates. He would like to update the  
256 housing chapter and a couple others that were topics of discussion.

257

258 Mr. Viger felt they were encumbering money for the sake of encumbering money without a plan as to  
259 what the past was. He said they had the money left over and didn't carry out the plan for this year. He  
260 said they were moving forward and creating a plan for the following year. He won't support  
261 encumbering the money for next year.

262

**MOTION:** (Cote/Forde) To encumber \$11,863.83 in the Planning Department MS4 line item  
and \$5,000 from the Specials line item.

**VOTE:** (4-1-0) The motion carried. Mr. Viger voted in opposition.

263

264 Mr. McCarthy called attention to a document listing additional encumbrances. He explained things had  
265 come up since the Board's last meeting. The first was the Fire Department's garage heating system;  
266 two of the four heaters were defective. He stated the heaters were still under warranty and would be  
267 replaced under it. The estimates to replace both were between \$6,000-\$8,000 and possibly more. He  
268 wanted to encumber \$10,000 from the 2019 budget into the 2020 budget for such.

269

270 Mr. McDevitt suggested authorizing them separately. Mr. Viger questioned if there was any money  
271 left in the line fire station warrant article. Mr. McCarthy answered no; it had been expended down to  
272 approximately \$1,000. Mr. Lynde suggested using the remainder. Mr. McCarthy noted it contained  
273 under \$1,000; he would use it. The Board asked that the warrant article be spent. Mr. McCarthy replied  
274 that he would do so.

275

**MOTION:** (Forde/Lynde) To encumber \$10,000 from the 2019 budget into the 2020 budget for  
the Fire Department (to replace two heaters).

**VOTE:** (5-0-0) The motion carried.

276

BOARD OF SELECTMEN MEETING/December 17, 2019

277 Mr. McCarthy told the Board he would bring the Planning Department renovation project forward. He  
278 understood there was previous discussion about it not being in the Capital Improvement Plan; however,  
279 a couple weeks ago they had a problem with an irate citizen in the department that caused quite a bit of  
280 disturbance (Police were called and person was removed from the building). He was concerned with  
281 security as employees within the department have no place to flee. He wanted to take another look at  
282 moving the Planning Department into the classroom space previously reviewed. He added the  
283 department had outgrown the space they currently occupied. He spoke with the Town's handyman and  
284 understood the renovation project would cost between \$250,000-\$300,000.

285

286 Mr. Viger stated it was a tremendous amount of money to encumber and believed it belonged as a  
287 warrant article. He would not support an encumbrance but would consider a warrant article for the  
288 funds to come from the fund balance.

289

290 Mr. Cote would like to see a comparison of the current space to the proposed three classrooms. He also  
291 felt other options should be explored.

292

293 Mr. Viger pointed out encumbrances were for the purpose of carrying over things that were existing  
294 from the previous year. He said the proposed was a new project.

295

296 Mr. Lynde wanted to see how the money would be spent, to review the plans and fully understand the  
297 costs. Ms. Forde questioned how the current space would be used if the Planning Department moved.  
298 Mr. McCarthy replied his plan was to make the existing space into a permanent Town meeting room;  
299 board meetings would move out of Sherburne Hall.

300

301 Mr. McDevitt didn't hear anyone arguing that the project was unnecessary; however, he didn't see  
302 support for it.

303

304 Mr. McCarthy went on to speak about the phone system upgrade (\$7,000). He explained it hadn't  
305 reached its life cycle; however, it hadn't received any updates since installation in 2014. There were  
306 features, firmware and updates that should be done to ensure the phone system functions optimally.  
307 Mr. Cote asked for additional information regarding the request. Mr. McCarthy replied each year  
308 updates/upgrades had come out (by Carousel) but the Town hadn't purchased any. Mr. Cote asked if  
309 Consolidated could guide the Town. Mr. McCarthy answered no; he said they wanted to make sure the  
310 phones were compatible with the transition. He added the Town's IT specialist (Brian Demers) was  
311 concerned and didn't want to have any surprises as they went through the process.

312

313 Ms. Forde inquired who would do the updating. Mr. McCarthy replied Mr. Demers would be in charge  
314 of updating the phone system. Mr. Cote asked for a cost breakdown. Mr. McCarthy stated the \$7,000  
315 request would be for everything to get the phone system up and running with the latest software offered  
316 by Carousel.

317

318 Mr. Viger felt they were trying to spend money they hadn't spend during 2019 and therefore the request  
319 should be brought up during budget reconsideration rather than an encumbrance.

320

321 Mr. Cote asked when the Consolidated contract would begin. Mr. McCarthy replied it had already  
322 started. They were in Town earlier in the day and beginning the transition.

323

324 Ms. Forde wanted to know if the \$7,000 cost was due to the Town not keeping up with updates. Mr.  
325 McCarthy answered yes. Ms. Forde asked what the annual cost would have been. Mr. McCarthy didn't  
326 have the figures.

327

BOARD OF SELECTMEN MEETING/December 17, 2019

328 Mr. McDevitt inquired if it could be paid/spent from the 2019 budget. Mr. McCarthy said he could.  
329 Mr. Lynde asked what steps were needed to do the work now. Mr. McCarthy replied he would authorize  
330 Mr. Demers to purchase the upgrade and make it happen. Mr. McCarthy stated he didn't want to spend  
331 the money without first bringing it before the Board and having a public discussion. Mr. McDevitt  
332 asked how long the 'books' remained open. Mr. McCarthy said they usually didn't close the books  
333 until February/March and noted he couldn't spend 2019 money out of the 2020 budget; everything  
334 would need to be billed within the 2019 fiscal year.

335

336 There was no objection to Mr. McCarthy starting the update/upgrade process and spending the money  
337 out of the 2019 budget.

338

339 Mr. McCarthy discussed Library carpet replacement (\$25,000). He told the Board because of last year's  
340 flood and the heat in the building the insurance company agreed to replace some of the carpeting within  
341 the building. The areas they elected to clean didn't look good afterward. He spoke with the insurance  
342 carrier and was told they will not approve a replacement. Carpeting in the building was original to  
343 when it was built in 2003. He called attention to the perpetual leak in the rear of the building that  
344 continued to damage the carpet. He would like to install the non-skid tile (similar to the Municipal  
345 Building) to the rear administration room.

346

347 Mr. Cote wanted to know the total square footage of the area that needed replacement. Mr. McCarthy  
348 didn't have the square footage but described the areas they would like to address. Ms. Forde confirmed  
349 the non-skid would only be installed at the back-entrance area. Mr. McCarthy answered yes.

350

351 Mr. McDevitt inquired why they wouldn't include the proposal with reconsideration. Ms. Forde noted  
352 it was an issue they had dealt with during the year and therefore felt it made sense to encumber the cost.  
353 Mr. Viger asked them to consider how it would be handled if there was no additional money left in the  
354 budget. He stated they would include it with requests for reconsideration. He didn't think they should  
355 spend money just because there was money left over from the budget.

356

357 Mr. Cote understood carpet had a lifespan and questioned if it would be reasonable to look at the Library  
358 in total and determine if the building needed a general update so they could put a quote into next year's  
359 budget. Mr. McDevitt didn't hear the Board moving to encumber funds. He asked the Board if they  
360 would reconsider the cost of such. Mr. Lynde understood the budget contained a line for Town  
361 Buildings that wasn't specific. Mr. McCarthy said his request for encumbrances used the format from  
362 previous years; however, based on the Board's comments he will go back to reconsideration and add  
363 the items into the lines for Town Building projects.

364

365 Mr. McCarthy ended by noting there were some changes that would be made to the IT budget during  
366 reconsideration. They were looking to upgrade AccuFund to a cloud-based server host. Mr. Lynde  
367 preferred to use a server and questioned if the Town would continue to use its server. Mr. McCarthy  
368 replied Mr. Demers would deactivate it if the Town didn't use or need it. Mr. Lynde asked if the cloud  
369 could get hacked. Mr. McCarthy deferred the question to IT and noted if it did the company would be  
370 better suited to handle the situation than the Town. Mr. McDevitt believed having information on the  
371 cloud was good back up for the Town. Mr. McCarthy added the Town would have a lot more protection  
372 using a cloud service than if they housed information on their own server. Mr. Lynde knew in the past  
373 they've found problems and had to go back in time to review records and questioned if they would have  
374 that capability. Mr. McCarthy answered yes; they would have the Town's whole system. Mr. McDevitt  
375 suggested having Mr. Demers come to the January 7, 2020 meeting to have a brief discussion regarding  
376 the items for reconsideration.

377

378 It was noted that budget reconsideration was scheduled for January 16, 2020



379

380 Mr. Cote informed he would attend the next agricultural commission meeting on Thursday, December  
381 19<sup>th</sup> at 7pm. The meeting is open to the public.

382

383 Mr. Lynde summarized the recent Planning Board meeting and cases that were discussed.

384

385 Ms. Forde offered a friendly reminder that snow-covered roads were slippery, and vehicles need to  
386 slow down.

387

388 **REQUEST FOR NON-PUBLIC SESSION**

389

**MOTION:** (Lynde/Cote) Request for a non-public session per RSA 91-A:3,II, a (personnel)

**VOTE:** (5-0-0) The motion carried.

390 It was noted that when the Board returned, after the non-public session, the Board would not take any  
391 other action publicly, except to possibly seal the minutes of the non-public session and to adjourn the  
392 meeting. The Board entered into a non-public session at approximately 8:10pm.

393

**MOTION:** (Lynde/Cote) To leave non-public session.

**VOTE:** (5-0-0) The motion carried.

394 The Board returned to public session at approximately 8:46pm.

395

396 **ADJOURNMENT**

397

398 The meeting was adjourned at approximately 8:46pm.

399

400

Respectfully submitted,

401

Charity A. Landry

402

Recording Secretary