SELECT BOARD MEETING February 16, 2017 5:30PM

Rescheduled from 2-9-2017 original meeting due to snow storm

Ouorum noted

- **A. 5:30 PM:** Meeting called to order by Chairperson Davis.
- B. Roll Call: Ms. Davis, Mr. Fernald, Mr. Murphy, Mr. Pomerleau, and Mr. Hughes.
- C. Pledge of Allegiance recited
- D. Moment of Silence observed
- E. Approval of Minutes of Previous Meeting(s)
- **5:32 PM** Motion by Mr. Fernald, seconded by Mr. Murphy, to approve the minutes of November 10, 2016, as amended.

Roll Call Vote:

Mr. Fernald - Yes

Mr. Murphy - Yes

Ms. Davis - Yes

Mr. Pomerleau - Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

Motion by Mr. Fernald, seconded by Mr. Murphy, to approve the workshop minutes of January 19, 2017, as amended.

Roll Call Vote:

Mr. Fernald - Yes

Mr. Murphy - Yes

Ms. Davis – Yes

Mr. Pomerleau - Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

F. Public Comment:

5:37 PM 1) Items Not on the Agenda

Ms. (Rosanne) Adams wanted to thank Mr. Moulton (DPW) and his crew for the wonderful job that they have done with the roads this year. She added that she

Rescheduled from 2-9-2017 original meeting due to snow storm wanted to note, as she had a problem coming up from Beech Ridge Road to Goodwin Road, that that now, with all these storms, seems to be a priority to make sure the inclines on these roads have salt or sand; that it was very nice.

Mr. (Robert) Fisher, Frost Hill Road, said that he was wondering how we made out with Mr. Staples.

5:38 PM

Mr. Lee said that there is a pre-hearing on this tomorrow; that Mr. Staples' attorney reached out to us and apparently wants to settle, now. He added that the instructions he gave our attorney is that we do not want to incur one cent of legal cost for having to chase this issue around and a \$500 administrative fine for not complying in the first place; that the attorney said that that was a very reasonable offer and that he would present it to Mr. Staples, which might eliminate the hearing; that if he did not pay us back, the approximate \$4,000 in legal fees and the \$500 administrative fee by a certain date (April 30), he would be held in contempt of court. He added that that is going to be offered to Mr. Staples at the pre-hearing tomorrow and, if he refuses it, as this goes back many months, the judge has no choice but to fine him at least the minimum in statute, which is \$100/day.

Mr. Pomerleau said, regarding the snow storm, there was a whole host of positive comments on EliotOnline and asked Mr. Moulton to pass that along to his crew.

5:40 PM 2) Written Thank You – Cindy Saklad

Mr. Lee said that she wrote an email to him on New Year's Day, that he responded and forwarded it to Mr. Moulton; that Mr. Moulton looked after it right away and she was pretty amazed that, on New Year's Day, employees were still answering complaints.

5:41 PM 3) Written Thank You - Library

Mr. Lee said that Ms. (Brenda) Paul Schure wrote a letter to the William Fogg Library and one of the volunteers that helps with computers; that it was very helpful to her, a blessing, and she was very pleased that they had a volunteer that helped people with computer issues.

Ms. Davis said that she received a similar letter from Mr. Brandolini that was very appreciative of all the services offered and encouraged the Town to support the Library with full funding to ensure the services continue.

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G. Public Works

5:43 PM 1) Leach, Wood, Staples Stormwater Bids and Alternates

Mr. Lee said that all the bids came in over what we hoped to see; that he and Mr. Moulton discussed this and agreed it was wise to see how they could reduce this by using local (department) resources for certain portions of the project; that Mr. Moulton was able to get in the vicinity of about \$20,000 knocked off the Phase I and Phase II amounts for each of the two lowest vendors.

Mr. Moulton agreed that the bids came in higher than anticipated and looked at alternatives to reduce the costs. He added that, if you compare the two lowest bidders (Shapleigh and Brex) and a comparison of full bids, you see a full discrepancy of about \$34,000; that, in the end, the difference, after negotiating, was \$76 between the two lowest bidders. He added that Brex said that they would hold the bid into the second year of the project with no increases.

5:45 PM

Mr. Lee said that one other thing was that we have another stormwater workshop coming up and, as part of that, Mr. Moulton and Ms. Pelletier have been working on a level stormwater budget number that we would try to propose during that meeting, year-to-year-to-year; that we do, with that number, the best we can and no more; that that's the direction we are heading to give the SB somewhere to be on that.

Mr. Moulton said that, when we did the bid, it was based on 1) the phased bid would be the award so the lowest bid would be Shapleigh Construction; but, given the negotiating things out and pricing, if you look at the whole project, which has been broken down into two phases, Brex Corporation ends up being the total lowest for both phases (by roughly about \$34,000). He added that we are bringing this to the SB for discussion and which way you would like to proceed.

5:47 PM

Ms. Davis said that she had a lot of outstanding questions on this and would like to table a decision until we meet for a stormwater discussion. She asked how the rest of the Board felt.

Mr. Murphy asked if there was a time limit on these quotes.

Mr. Moulton said that, when we put this out to bid, they knew it would be approved at a SB meeting and that the purpose of the bid was for budgetary purposes; that the budget wouldn't move forward until the vote in June, so the delay wouldn't really affect it.

Rescheduled from 2-9-2017 original meeting due to snow storm After further discussion, it was agreed that Mr. Moulton would present a chart regarding the stormwater budget for clarification and have further discussion around this particular project.

5:50 PM 2) Rumble Strip – Rte. 236 Centerline – Summer 2017

Mr. Moulton said that Maine DOT is planning to install a rumble strip down Route 236 in Eliot this coming summer; that they have some public information as to who, what, why, etc.; that a lot of it has to do with safety. He added that there is no set schedule at this point and the SB can contact Maine DOT with any questions; that the information would be put on the Town web site. He said that this would be at State expense and that they would take care of the logistics, signage, flaggers, etc., themselves.

5:51 PM 3) MDOT Paving & Sewer Manhole Replacement

Mr. Lee said that Maine DOT is planning to pave Route 101 (Old Dover Road, Goodwin Road), Route 103 (Main Street, State Road), Beech Road, and Beech Ridge Road this coming paving season; that they are planning to place a ¾-inch thickness on these roads and this impacts approximately 40 sewer manholes (Main and State) that will need to be raised as a result. He added that the company that made the manholes is no longer in business nor are the compatible riser rings for current manholes available, which will require the DPW to replace the existing manhole rims and covers to meet paving requirements. He said that Mr. Moulton sought pricing from various vendors for this and the SB has those costs in their packets; that of the three bids, Eliminator (Lee, NH) came in as the lowest (\$9,920) and we are requesting approval to purchase these manhole rims and covers from Eliminator to come from the Sewer Reserve Account.

5:54 PM Mr. Murphy asked who paid for the risers and why aren't they included in the last several sentences, as you end up saying just buying the frames and covers. He asked if the State provided the risers.

Mr. Moulton said no; that the Town would have to provide the risers; that we currently have some risers but the biggest expense is replacing all those sewer manholes because the manufacturer of the existing no longer exists. He added that the risers were not part of the quote.

Mr. Lee clarified that we have a few in inventory and we will only have to buy a few, which will be well under the purchasing policy amount that we can do, as needed.

Mr. Fisher said that he was wondering if we didn't replace them, how would they pave it themselves.

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5:55 PM

Mr. Moulton said that the State would pave over them and, then, if we ever had an issue, we would be digging up the pavement. He added that what we really want to do is replace them and, then, put the riser rings on just prior to paving; that then everything is flush and even.

Mr. Murphy said that this '40' number is estimated or have you gone out and counted them.

Mr. Moulton said that it is actually 38; that the way they sell them in quantities results in 40.

Mr. Lee added that it lowers the per-unit cost and we'll have a couple of spares in inventory.

5:56 PM

Mr. (Denny) Lentz asked what we would do with the parts that are replaced.

Mr. Moulton said that we would recycle them, putting them into the steel bin at the Transfer Station and the Town would collect the revenue.

Mr. Lee clarified that it would come in as revenue on the Solid Waste side of things. He added that, because they are so old, they are of no use to anyone else.

Ms. (Donna) Murphy asked, since this is coming in as revenue, would that revenue get credited to the sewer, not to the Town, here that money is coming out of the sewer.

Mr. Lee said yes, if we could somehow identify the weight attributable to those sewer manhole covers and rims, we could certainly have that as a revenue to the sewer as opposed to the solid waste side; that that's a very good idea.

5:57 PM

Mr. Moulton said that this is a time-sensitive thing because of the time it takes to obtain the frames and covers (4-6 weeks), adding that it would take about a month for his department to put them in and the paving schedule is anywhere from March to September; that this would be one of the first projects his department would do.

5:58 PM

Mr. Murphy moved, second by Mr. Fernald, that the Select Board approve the request of the Public Works Director to purchase from the Eliminator Company of Lee, NH the necessary number of manhole frames covers, now estimated as 40 in number along Main Street and a part of State Road at a cost of \$9,920, a quote supplied by Eliminator Company, the monies to come from the Sewer Reserve Account.

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Roll Call Vote:

Mr. Fernald - Yes

Mr. Murphy - Yes

Ms. Davis – Yes

Mr. Pomerleau - Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

H. Public Safety

5:59 PM 1) Hazard Mitigation Plan

Mr. Lee said that approximately every three years each county is required to survey the various hazards in the county; that they looked to create a county-wide hazard mitigation plan. He added that there is one item in here for Eliot and it is the Pleasant Street Embankment; that it was there three years ago, we've now done some of that project, with some work left to do. He clarified that this is not a mandate but that it should be dealt with at some point. He said that we would ask that the SB be one of those 26 towns and 3 cities to sign off on the county-wide hazard mitigation plan and essentially acknowledge that we have an eroding embankment and one of the hazards that they have identified that we should be trying to address.

6:00 PM Ms. Davis said that if we sign off on this it doesn't mean we are committing to it but it does mean we are looking forward.

Mr. Lee said that, as he noted, the last 3-year mitigation plan had it in the whole time and we never dealt with it; that this past one we dealt with a portion of it but we still have another section of embankment that is bad; that that is the only item but we are not beholden to anyone to do that other than our own conscience.

Ms. Davis asked if he had an electronic copy of this plan.

Mr. Lee said that he could get one and send it to her, as well as the rest of the SB.

The SB will sign this document at the next regular meeting.

I. Department Head/Committee Reports

There were no reports.

SELECT BOARD MEETING

February 16, 2017 5:30PM (continued)

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J. Administrative Department

6:04 PM 1) Town Manager Report

There was no comment.

a. TIF Meeting Update - No Correspondence

Ms. Davis asked if this fell into our calendar discussion.

6:05 PM

Mr. Lee said yes; that this, as well as items on the June ballot (2) and the Pay Study update (5) are all things we need workshops for wrapping these up prior to budget season. He added that he could move all those items into Old Business.

Ms. Davis agreed and the meeting moved to the next agenda item.

6:06 PM b. Waiving Foreclosure

Mr. Lee said that one of the things he would like to advocate is for this Town to put on a ballot authorization for the SB to be able to waive a foreclosure under certain circumstances; that we don't have that authority at this point. He added that we have the authority to dispose of tax-acquired property but he is told that you do need legislative authority to waive foreclosure. He discussed examples: houses in Town that are in very poor condition and on rented land; that it is possible that, if we foreclosed on that building in very poor condition on poor quality land, the person renting the land would expect some payment from the Town or say they are glad the Town is the new owner and get it off their land; that the expense to remove or destroy the building is more expensive than the structure; that the other circumstance is if there are hazardous materials (ex: tires) dumped on the land, which could become a very expensive clean-up. He said there are times when you don't want to take a liability; that there are reasons people walk away from properties. He added that, going forward, he thought it would be prudent for the SB to at least have the flexibility to not take a building if it is too much of a liability. He suggested putting a question on the June ballot allowing the SB authorization, when a building is a greater liability than the amount owed, or other type circumstances, that the SB is allowed to waive foreclosure. He added that he checked with MMA and they suggested that is what we are going to need to do.

6:09 PM

Ms. Davis asked if that could be a blanket thing where it is voted on once and you don't have to do it again unless you want to take it away.

Mr. Lee agreed, saying that it would be done during the administrative articles – setting the tax rate, the dates due, etc., and this would be one of those things the

Rescheduled from 2-9-2017 original meeting due to snow storm Town would give you the authority to make decisions on an ongoing basis. He added that, to his recollection, we've never done this; that we have what to do with tax-acquired property but he has not found anywhere that it includes waiving it; that the citizens would want to know that acquiring a particular property would require us to clean it, remove it, destroy it, etc. and it's going to cost the Town money rather than earn us back due taxes.

6:11 PM Mr. Murphy said that it sounds like the phrase "avoiding liability" might be used here

Mr. Lee said that that was correct; that this would be to avoid liability and expenses that would be related to owning that 'beast', whatever it might be. He added that it is very rare; that he thinks he's only waived foreclosure twice in the 25 years he's been doing this; that this year he would have made it four. He explained that we were ready to pull the trigger and we found we could not do it; that he did, in this case, foreclose and, in this case, there's a 60-day redemption and these people have abandoned the properties; that they are in a mobile home park, and we'll see what happens after the redemption period, as the park owner may want to buy them back from us and continue to rent them. He said that he almost wished he couldn't do that because of the condition they are in but that is really our only hope of getting rid of these things and, in fact, they can't be sold to anyone else because you can't own a trailer and sublet it in that park; so, there is only one potential buyer and we would need to get back all the taxes that are due on these two dwellings. He added that, so far in his short time here, the park owner has stepped forward on a couple of occasions when this has happened.

6:12 PM Mr. Pomerleau said that Mr. Murphy made a good point that, when we get to that language, to look very carefully at the conditions we are asking for, like to 'avoid liability' or costs.

Mr. Lee said that he got a couple language samples approved in other towns that looked almost identical; that he believes they may be from MMA and he will check with them to see if they can give him the specific authorizing language.

6:13 PM Mr. Lentz asked if Mr. Lee had any idea of the frequency of this situation; that normally he's against taking anything away from the legislative body, asking if there was urgency in his mind when these things come up.

Mr. Lee explained that you have to file the foreclosure before the actual date; that they were scrambling in those last couple of weeks because, as we determined that there were a couple we did not want, we found out we needed statutory authority to do that; that we can, as a Charter town, have that as an ongoing thing that we hand off to the SB. He added that he could not call a Town Meeting every year on January 12th asking to approve properties they don't want to foreclose on.

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6:15 PM c. Personnel Policy – Adding Language re: Recreational Marijuana/Workplace

Mr. Lee said that this is something being kicked around a lot now that we have the new law allowing people to recreationally use marijuana; that many of the human resources people he chats with are drafting additions to their personnel policies that will regulate this and, potentially, even union contracts. He discussed the potential for warrant language regarding a moratorium and straw poll around marijuana on the June ballot. He said that he would be, at some point, proposing a couple of changes to the personnel policy and he wanted to give the SB a head's up.

6:17 PM

Ms. (Donna) Murphy asked, with this new law passing, how this would affect employees who drive Town vehicles and required to undergo drug testing, as marijuana can stay in your system up to 30 days; that if someone was to take a week's vacation and smoke, then come back and have to take a drug screen, and it shows up positive, is that something the Town needs to address.

Mr. Lee said that it is addressed by statute on this thing; that if you have to have a clean CDL in order to have your job, you do not get to have recreational marijuana; that some folks are not going to have this liberty, regardless. He added that it does need to be written in somewhere (personnel policy).

2) Discuss Items on June Ballot

This is covered later in the agenda.

6:18 PM 3) SRF (state revolving fund) Bonding Update – No Correspondence

Mr. Lee said that the engineers are doing a dynamite job getting him the information the DEP wants in order to have a complete application on the engineering side; that there is also a financial side, and he, Ms. Bergeron, and Mr. Moulton have gone through about 85% of the stuff we need for that application. He added that the audit should be here in about two weeks; that SRF is okay with the Town submitting the one we have until this one is finished. He said that the process is going along very quickly.

6:20 PM 4) Draft Clean Waters Committee By-laws – No Correspondence

Mr. Lee said that one thing we had discussed during workshops was broadening the Sewer Committee's purpose, renaming it and starting anew, really, with a new committee more focused on stormwater and, potentially, some sewer issues and other types of issues – pollution in our waters, etc. He added that he was asked to draft some by-laws for what would be a new committee; that Mr. Dupuis had told

Rescheduled from 2-9-2017 original meeting due to snow storm him that a couple of SC members had discussed an interest in continuing to serve on a Clean Water Committee. He said that he needed direction from the SB on whether they wanted to continue to move in the direction of a Clean Water Committee and, if we do, do these by-laws cover it adequately.

6:21 PM It was realized that the SB did not have hard copies of the draft and that Mr. Lee will get copies to the SB.

5) Pay Study Update – No Correspondence

This is covered further in the agenda.

6:22 PM 6) Harbor Ordinance – First Draft

Mr. Lee said that the weakest part of that, at this point, was the appeal process, as they discussed; that he spoke with the attorneys at Bernstein Shur and they have at least a couple of prototypes that they will help us with; that it has gone out for legal review, overall, as well as to fill in the appeal piece with something along the line of what we discussed at our workshop. He added that he asked that that be back March 8th for your consideration on March 9th to go on the June ballot.

6:23 PM Ms. Davis said that she knew the Harbor Commission was working on this, as well, so how is that fitting into that schedule because we are still looking for their input.

Mr. Lee agreed, saying that he would forward the Harbor Commission work to the attorney, as well, with any of their new and different ideas, improvements, etc., and ask to have those incorporated to the extent that they can be read together and are not against statute; that we will not omit them from the process but we do have to keep moving on this; that he is trying to continue the concurrent process and have something legal ready for the June ballot.

Ms. Davis said that Mr. Lee is going to have the attorneys read the dual paperwork, asking if we could give the Harbor Commission our final copy and ask them to make notes on it.

Mr. Lee said that we can.

Mr. Pomerleau said that, on the temporary mooring assignments, it still doesn't deal with the situation where someone isn't using it; that it covers the person who isn't going to use it and tells you but doesn't cover the unused mooring.

Mr. Lee said that he took the notes from our meeting and Mr. Pomerleau's comment and that went to the attorneys, as well.

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6:26 PM

Mr. Fernald asked if he understood that we are not going to be able to see the Harbor Commission's input prior to going to the attorney. He added that he understood there was a timeframe but there could be things in there that we don't agree on.

Ms. Davis suggested getting them an electronic copy ASAP, setting up some kind of a schedule so that we get some input back from them quickly; that it will be easier for the attorney if they redline the one copy we've already got.

Mr. Hughes said that he had some editorial comments and would get those to Mr. Lee in the morning.

6:29 PM

Ms. Adams said that she understood the desire to put this on the June warrant but asked if it was that important. She added that she felt the process was really important; that asking the Harbor Commission to give them your stuff, then you redline, and then you do this, to her, is not a good process. She added that she thought, at the last meeting she attended, that the SB would be glad to sit down with the Harbor Commission to go through and see what the reconciliation could be to whatever the differences are. She said that she thought that that was the kind of process you needed in drafting the ordinance, not give me your input on paper and we'll look at it and, if we like it, we like it, if we don't we don't; that that's not collaboration or talking and working things out and really hearing the ideas behind what's presented. She said that, unless there is some reason this has to be on the June warrant, if it doesn't make the warrant, then what is the harm.

7:00 PM

Mr. Lee said that the existing ordinance that we were working under these past two seasons is devoid of any teeth, of making anyone actually comply. He added that he thinks we might have been very lax, in some ways, about some of the things that we should not have been so lax about; and we were desperately trying to get it into effect for this season so we could begin to remedy some of the bad habits that have developed and put the statute back to work in our harbor where, right now, it's mostly by pleading, cajoling, coercing, guilt, and other ways of trying to get people to comply; that, for the most part, they have come to learn that there are no teeth in this thing. He said that, in his mind and the mind of the Harbor Master, we don't have an ordinance that backs us up to be able to say that someone can't do 'that'.

7:02 PM

Ms. Adams said that she still thinks the process is important; that she thinks the boards need to sit down together.

Mr. Lee said that, unfortunately, the Harbor Commission had an initial timeframe in which they were going to get this done, months ago; that because it went very slow and was rather arduous, they asked for an extension, which takes us up to

Rescheduled from 2-9-2017 original meeting due to snow storm February 20th, with a March 20th vote on what is going to be on the ballot; so, the SB kind of had to say that, after the Harbor Commission had this for 19 months, we still don't have it, and another season is about to go by, maybe the SB should take it over and finish it up for them; that the delays are too much.

7:03 PM Ms. Davis said that we have had a workshop with them and, right now, we are discussing three meetings a week and Saturdays.

Mr. Pomerleau said that he thinks we need to proceed as we planned; that there is a sense of importance to get it done for June; that the calendar has not helped us and delays with the storms. He added that, if we come to some final point that we think there's a big issue with the final draft, then we'll make that decision, at that time, whether or not to put it on the June ballot or put it off and proceed further with it.

Mr. Lee said that there will be a public hearing opportunity, as well, whereby those types of discrepancies and changes could also be discussed, too, and we'll see if we can use that as an opportunity to make any final tweaks. He added that the Harbor Commission has everything the SB has seen, so, they are in the loop; that he shared with them and would share with them, again, anytime. He said that he does want their input; that they are a bright group of people and they deserve input, certainly, as they've worked a long time on it; but, we are going to run another season without a usable ordinance and it's hard to do as an administrator.

7:05 PM Ms. Davis said that we will do the best we can; that we're not neglecting it.

Mr. Pomerleau said that this draft was a work product from their proposal.

Mr. Lee agreed, saying that 85% of this is the Harbor Commission's work.

7:06 PM Mr. Tessier asked if the new ordinance would have some process or procedure for how mooring fees are set.

Mr. Lee said that you never try to set fees within an ordinance because any change requires re-adopting the ordinance; that you want to give authority to, periodically and reasonably, amend fees, as necessary. He added that it will address fees, how they get set and by whom.

Mr. Tessier said that the Budget Committee would like to see that, at some point, so that we can see how much is being raised for those fees and how much the cost is related to the Harbor Master, and what it can be applied to.

7:07 PM Mr. Lee said that some of the work they did is very beneficial in terms of process – what you would set fees at, how to stagger commercial, residential, non-

Rescheduled from 2-9-2017 original meeting due to snow storm residential, etc. and have it at least a break-even operation if not generate something toward a savings account for the Boat Basin, or something like that. He added that he thought we would be willing to go back, analytically, to that work to see what are the proper fees so that we're not subsidizing it with people who don't own boats.

K. Old Business: Upcoming Workshops

7:08 PM Upcoming Workshops

The Town Manager and SB discussed and realigned the upcoming schedule to meet budget deadlines and include topical discussions needing to be accomplished.

7:20 PM Mr. Fisher asked if the Town Manager had gotten his email regarding getting the legislature to do something with the timeframe.

Mr. Lee said that we did and sent it to Mark Lawrence; that Mr. Lawrence got back to him but he can't remember the details off the top of his head. He asked Mr. Fisher to give him a call about this.

Mr. Fisher said that, regarding the SB voting against putting the TIF citizen's petition on the ballot, he has a problem with that. He added that he didn't care what the language said but that the SB should always respect the petition because the petition has all kinds of rights that you don't have; that the petition is a very important part of the system.

L. New Business:

There was no new business.

M. Selectmen's Report:

There were no Selectmen's reports tonight.

N. Committee Vacancy Report

Mr. Lee said that we do have openings on Conservation Commission and Energy Committee, both critically low in numbers at this time.

O. Executive Session

SELECT BOARD MEETING

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6:53 PM

Mr. Fernald moved, second by Mr. Murphy, that the Select Board enter into executive session as allowed by 1 M.R.S.A. §405.A Personnel Matter and 1 M.R.S.A. §405.D Labor Negotiations.

Roll Call Vote:

Mr. Fernald - Yes

Mr. Murphy - Yes

Ms. Davis - Yes

Mr. Pomerleau - Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

7:49 PM Out of executive session

Mr. Pomerleau moved, second by Mr. Fernald, that the Select Board instruct the Town Manager to find an independent fact finder to investigate the Meyers complaints.

Roll Call Vote:

Mr. Fernald - Yes

Mr. Murphy - Yes

Ms. Davis - Yes

Mr. Pomerleau - Yes

Mr. Hughes - Yes

Unanimous vote to approve motion.

There were no actions taken pertaining to labor negotiations.

P. Adjourn

There was a motion and second to adjourn the meeting at 7:51 PM.

VOTE

5-0

Chair votes in the affirmative

DATE	Mr. John Murphy, Secretary