

Selectmen's Meeting Minutes
June 27, 2016

At the Selectmen's Meeting held on Monday, June 27, 2016 at 6:30 p.m. the following people were in attendance: Peter Corey, Mark Lufkin, and Wendy Hersom arrived at 6:45 p.m.

The following people were in attendance: Kelly Smith, Shawn White, Bob Stiles, Fred Ingerson, Leon Geil, Edward Samson, Richard Harris, Tom Ladd, Edie Worcester, and Marsha Lombardi.

Dick Harris said he was here to request that the Board establish a rate for gray water seeing that they don't have one now and the Board doesn't seem to want to go along with the agreement we have had with Dick for the last 12 years. He is requesting that we make a gray water rate for people just discharging gray water without any sewer solids. Gray water is just water and does not have solids. It would be what comes out of your washer. Dick said if we are not happy with the way it was then we could look in to a gray water rate. Dick said he did speak with DES, and it is something they do with gray water rates. Dick said he has got four more units going in that are just on artisan wells, and if we have a gray water rate he can have a meter on it to measure it. Josh Welch said if it is only gray water, it is a lot less than the solids that have to be treated. It is a good thing we are not getting all the solids. Mark asked if we know of any other facility that has a different rate for gray water. Josh said he works in Bethlehem, and it is just one rate. Lancaster would be one we could check with. Peter said the question he has is in when people are using their facilities it all goes in one system. There is no separation of the gray water. Dick said that all the solids stay in the tank. Peter is wonder if that technically constitutes gray water? Peter said his understanding is gray water has no septic in it at all. Dick said his understanding is the septage are solids and his liquids are gray water. Dick said that the Town knows the gallonage being used. Bob Stiles said he is paying to have the tanks pumped, but we are not abating what he pays to pump and dispose of his solids. Bob said he just sends gray water from the Mirror Lake Cottages. Dick said he should have a gray water rate opposed to a sewer rate. Peter said Dick's suggestion is received, and we will look into it. Dick said the way we are doing it now is how it sugars off. Dick said if we bill him for a gray water rate, that would work as well. Shawn White asked why Dick doesn't just put in the grinder pumps. Dick said the size of the line under Route 3 would need to be changed. Shawn said that line that is there currently would still be sufficient. Dick said he put those pumps in on the direction of the Town. Dick said changing what he has would entail changing the pumps and tanks and the entire configuration. Peter Corey said there is no disagreement that you should just pay for what you are putting in the system, but is it appropriate for the town to pay you for what you are not putting in the system? Dick said we are still getting 2/3 of the price when we bill him. It is not like we are getting nothing. Peter said the agreement goes on forever, if he has 23 or 27 trailers, and Peter said he is not sure if that is the best arrangement for the other users. Peter said we want to charge him for what he puts in the system. Dick said it comes out of what he pays us because he doesn't send us solids. He takes out a 1/3 for pumping. Mark said we will have to look in to everyone who just pumps gray water. Mt. View Grand has grinder pumps. Dick said they started out like Dick, but they couldn't get anyone to pump out their tanks because they were so deep in the ground. The Board said we will look into gray rates and see what we can find.

Bob Stiles attended the meeting to discuss the Maple Street Water line that he wants to put in. The Water Department informed Bob that if he puts the water line down Maple Street that it can only serve one house. Bob's question is until the Town puts in that 8-inch line for Maple Street, can we abate what a person has to pay for running their water to prevent freezing? Can he get an agreement to run the water so it won't freeze up? Bob said Mr. Hill is still going to freeze even if Bob puts in his 8-inch line for his house. Mark said as far as he knows no one has asked to have their water abated for their line freezing. Bob said he got criticized because the Baptist Church froze up and he let them run the water. If you abate for the Baptist Church for freezing, then you should abate for others running their water. Bob said it is the town's water line, not his water line.

Peter said he disagrees with the other two selectmen on the decision made last meeting to let Bob put in that line. Peter said that the ordinance says that there should be one service line to a single house. If you want to run a line from Maple Street to his house, then that is fine. Bob said he is proposing to put in a service line for himself and Mr. Hill. Peter illustrated what Bob is allowed to do in accordance with the ordinance. There is a one-inch line that comes up from Maple Street—who owns it? The ordinance was put in after that line was put in. Peter said the ordinance reads that anything after the main is owned by the customer. Bob said he doesn't believe that. Bob wants to bring in a line from Park Street where there is a town-owned 8-inch line and Bob wants to bring it down and connect it to a service line. Bob said we should use common sense along the way. Bob wants to solve the problem. He can run a line direct to his house so it would be one service line for each customer then Mr. Hill will be the only customer on the existing line, which freezes. If your service line freezes, it is the owner's responsibility. The line that Bob is proposing to put would be a jointly used water line, and that is where the problems come up. Mr. Hill will have to negotiate with the person who purchases Bob's property, unless Bob gives him a deeded right of way or easement. The current line runs along the street. It runs in the street and freezes every winter. If that line is running in the street, why doesn't the Town own it? Peter said Bill Thompson told him it was a service line. Fred Ingerson said anything four inches or more is the Town's. Anything under four inches is considered a service line based on what the ordinance says. If the ordinance was put in to place after we put in this water line, how is it handled? Bob said that water line was installed in 1920. Peter said that what Mr. Stiles is suggesting for a fix is making it more complicated. Bob said we are not solving the freezing problem. Peter asked why isn't Mr. Hill in talking with us about his line freezing. Peter said it is because Bob wants to develop the lot on Maple Street in to three other lots. Bob said that we should be solving problems not creating them and causing hate and discontent, which Bob said the Planning Board and Selectboard are creating. Bob said this house has been freezing for 30 years. Bob said he can name 5 other lines that are smaller than 8-inch lines that are town lines. Peter said he would like us to solve problems and not create more. The property that Bob owns fronts Maple Street and Park Street. Bob doesn't want the next property owner to have high utility bills because they have to run their water so it won't freeze. Bob said that Mr. Hill's only option is to hook on to Maple Street or get an easement for up on Park Street. Bob said the current line is in the road, which is traveled and it freezes. Bob said it is a simple fix and he was willing to fix it. Bob said we should try to fix the problems not create the problems.

Department Head Meetings

Kelly Smith – Recreation Department

Kelly had a print-out of the income and expenses for the After School Program for the school year, September, 2015 through June, 2016. The program spent more than we took in for income. Kelly said she met with Andrea Glidden, who ran the program, before the meeting. Andrea did give Kelly her resignation. Andrea wants to keep the program going. Kelly said when we met with Mr. Cronin last year he told us that it would cost us \$2500, but it looks like it cost us \$4000. The income was \$6,910.98 and the expenses were \$10,970.20. Kelly said number-wise it appears that a lot of people were not paying. Kelly would like to get more involved in it and make people pay even it was half of the amount. Andrea was putting in 12-15 hours a week for it. Mark said they were feeding them too much. Andrea said she doesn't feel we were feeding them too much. She thought spending \$30 to \$35 a week was not too much. Kelly said if you have five people attending and they are paying nothing and we are paying for them to have a snack then it is costing the town. Kelly said she doesn't let people come for nothing for the summer program. Kelly said she feels people should pay at least half of the rate. 2 ½ hours for \$4 dollars is not very much. Kelly would like to see the program to keep going. Kelly said they lost the program in Jefferson and people rely on that for after-school care. Kelly doesn't think we need to supply a snack. Mark said maybe have a few if someone forgets. Edie Worcester said she worked in the school and saw this program first hand. There are kids like Ed's kids who go home and get fed a big supper, but on the other hand Edie said there are some very hungry kids in this Town. Kelly said the Food Bank is providing the summer program with meals. Ed said if it was better managed in the future, it could be very cost effective. Kelly said she thinks she can make the snack work and work cheaply. Kelly said there are kids that come with nothing. They are hungry, and all they have is the after school program. Kelly said some parents actually approached her and said they would supply the snacks for everyone. Kelly doesn't want to see the program go away after only one year. Kelly said is it something the town should continue? Col. Town does the billing through the state, and we have never done that. It is an involved process which requires the Town getting licensed. We have the scholarship program, and that community day funds go in to the scholarship fund. We have never turned anyone away. Wendy said it may be worth getting licensed. Wendy suggested check with Ed at Col. Town to see what it involves to get licenses. Kelly said today was the first day of the summer recreation program, and they had 23 kids today.

Edward Samson – Police Department

Ed said he didn't have much today. Pat Carr is out of school so he is covering some of the shifts, which has been a big help. Ed said we are looking in to next year's budget and this year's budget, and we are looking at maybe purchasing some items like body cameras, etc. He will be back with a more detailed proposal. Wendy asked about Mike Bouton, and Ed said he is waiting for his next surgery—no answers until that is done. Eoin's graduation date from the academy is August 19th. Ed said things went well at the high school this year with Pat. Ed said the school is looking at a new program for

Ed said the big think is what happens after his next surgery—no answers until that is done. His graduation date is 8/19. Things went well at the school this year. Ed said the school is looking at a new active shooter response training program, ALICE. Pat Carr and Jake Pelletier, who is Lancaster's firearms instructor and use of force instructor, are attending the ALICE training, which the school is

paying for. It is a two-day training program that will be held in Gilford. The will hopefully take the training and utilize it and tailor it for our schools.

Peter asked Ed to update the group on the Emergency Operations Plan. Ed said that we just got started to re-do the plan. We had our second meeting last week. Attendance was down at the last one. There is a fire training night this Wednesday night at 6:00 p.m.—a training opportunity and to get our match for the grant. Hopefully we will get a good turnout. The next meeting for the EOP is July 13th at 9:00 a.m. It is open to the public and everyone is encouraged to attend. Peter said the Department Heads should at least show up and see if they are needed for that session.

Josh Welch – Sewer Treatment Plant

Josh said everything is running good. We did get the coagulant hooked up and running to the second pond. They set up just the trash pump to pump from #3 back to #1. Josh said other than that things are going good. Fred Davis is supposed to be getting a quote for the UV pump. There are two ways of doing that-- a two phase system with two transformers and they can do it with the generator. Josh said he will follow-up with Fred.

Fred Ingerson – Water Department

Bill Thompson was unable to attend the meeting tonight. He did have some items for discussion.

Bill sent out a certified letter to John Tortora, and he has not heard back from him. Wendy was wondering if he had received the letter or not. The letter was addressing that his touch pad need to be repaired and the meter needs to be moved to a suitable environment, as it has under water on more than one occasion. Mark said Shawn St. Cyr is going to hook up their wiring so they did talk to Mark about that. What about the meter pit? Mark said the issue is the meter pit is under water. We will find out if he received the certified mail. (Checked with USPS, and he received the letter on June 13, 2016 at 10:06 a.m.)

Fred said Bill left copies of the Water Department account balances because at the last meeting Wendy had asked how much money the Water Department had for possible use for the new meters. Wendy said we need to do a cost analysis to see what we really save. The other cost savings benefit is can we use it to find leaks.

Bill was also wondering how the Board wanted to proceed with the Cumberland Farms issue. There was a leak there this past winter. Who is going to be responsible for fixing it? It is a service line to the main. The line would have to be dug to the main back out in the street. One question is, does it affect anyone else? Mark said it goes back to the way the ordinance is written. They are responsible right back to the main. Mark said it isn't right. Peter said in most communities the town owns from the main to the edge of the private property and there is a curb stop there. In Whitefield ordinance the homeowner is responsible to the main. Peter suggested we adopt that after a certain date we install them from the main to the edge of the property and the curb stop and they own from their curb stop. Peter took Littleton's ordinance and made some revisions to our current ordinance, and he gave it to Bill for his review and Peter hasn't heard back from him. Peter said maybe we could adopt that going forward. We could put in the line to the curb stop, and that is not what our ordinance currently says. Shawn said there can't be any private utilities under the roadway. If the ordinance changes are adopted, you need a date for it start and people will be grandfathered. The ordinance currently says from the curb stop to

the main a homeowner can't fix. With the revised ordinance from the curb stop to their house they can touch, but you can't touch from the curb stop to the main. At Cumberland Farms the curb stop is at the corner of the sidewalk. Peter said for the next meeting he would like to discuss a proposed change to the water ordinance. The issue with the Cumberland line is there may be other owners on it. We are not sure that line even goes to Cumberland Farms. Fred said Bill told him that it was against the law to use town funding to fix a private water line. Wendy said it is a public problem. Peter said if it is a private water line, you can turn the water off. Wendy made a motion to fix the line and we can figure out the billing later once we see what the problem is, the motion was seconded by Peter Corey, because at this time we can't figure out who owns the line. The motion passed 3-0.

Bill was also inquiring about the status of the bill he left for the Selectmen to review for the Sunderman's water line. Mark said with the Sunderman line, they had problems after we had the issues with the leak on Knot Hole Road, and the Board had decided at that time to help them out with the digging. Peter said it is a private line, and they should pay for the repairs. It is a private service line. Wendy said we talked about this so long ago, she doesn't remember. From the main to their curb stop it was all copper. The issue was really after the curb stop—Fred said it was down by their house. Wendy doesn't specifically remember this. She remembers Sunderman having an issue. Wendy said let's send the bill and see what happens. Wendy said Bill should send them a letter explaining what the issue was—we found the problem was on their property. We should clearly state it was their problem according to the ordinance. All were in favor.

Another item Bill had was in reference to the fire hydrants. Bill said that the fire hydrants are being used for non-emergencies without notifying the Water Department. Bill said this is causing problems in the system, and Bill said they would ask that this practice stops. Bill said there is a section of the ordinance that specifies this, and Bill said he has advised the Fire Chief every year. Jay said the Fire Department did not use the hydrants this weekend. Fred said it appears that it was out at the plant by Presby Plastics. Fred thinks it was around 11 am on Sunday. Jay said there has been a company filling in swimming pools and Jay said he can ask him about it. Jay doesn't know if that company is back in town. When it was done, there was something that was immediately shut off and turned on and the pressure in the lines can blow out. Wendy said she can check with Dave Presby to check his cameras, as she will be seeing him tomorrow night.

Shawn White – Public Works Department

Lights Town Building: Shawn said he was supposed to get a quote today from Fred. Take three lights from this building to be used for out front here and buying one or two heads. Shawn doesn't have the price quote yet.

Lights on the Common: Supposed to have an estimate. He has a written estimate from Dubreuil and a verbal from Fred. The Board is o.k. to go with the cheaper price.

Roadside Trimming: Shawn thinks the best way to do this is to trim trees on the top of Colby Road. Shawn said there was a message on the machine with a complaint when they go around the corner, and it has been going on for three years, that the bushes are out so far it is blocking their site. Shawn said that Terry Lufkin wants to keep them there—she doesn't want them trimmed—it helps on sound, etc.

Mark said the issue is that the road was never as wide as it is today. Shawn said from the middle of the road to the edge is a 25 foot right of way. Shawn said we can do it selectively. Shawn said he can go up and trim the trees, but there will be a lot of controversy. Mark said that road has widened out over the years. Mark offered to go up with Shawn and measure it. Mark said every year the excuse gets a lot different.

Mark said he is getting complaints about the excavator sitting a lot. Shawn said the last time we talked about doing a lease, we were going to send it to the attorney. We did get a response from the NHMA attorney who said "if the budget approved by the town meeting has a line item that authorizes the expenditure of public funds for renting or leasing an excavator (e.g., a line item in the highway department for equipment), then the select board could enter into a short lease that would expire at the end of the current fiscal year. The select board cannot bind the town meeting to lease equipment for longer than one fiscal year unless the lease agreement is approved by the town meeting as a separate warrant article. Shawn hasn't made a payment yet this year on the rental. Shawn said he heard Bob Stiles complaining about the excavator. Shawn said he has been planning on using the excavator, but some of the sidewalk projects got moved up so he has not been able to use it like he planned. Mark said he is not behind a new excavator. The reason for the excavator was this town building project, and they can do the ditching, etc. with the new backhoe. Shawn said if we make the payment for this year for a lease and bring it to town meeting next March then we would have it until next July. Shawn said that Fred is going to become proactive in the water department and they will have projects to use the excavator for. Mark said we can use the backhoe to do the majority of the digging.

Peter asked should we not have bought the backhoe? How many jobs have the Water Department hired out because we need an excavator? Shawn said that they both have their plus and minus. Shawn is trying to saving some money. Shawn said that to rent the excavator for five months for the projects we have planned for this year would be \$15,750. With renting, the Town is responsible to follow and do all preventive maintenance as required by the owner's manual. The lease option is \$13,500 for a 10 year lease. It has a five year factory warranty. Shawn said that we have some big projects. Our backhoe is not designed for some of those years. The lease obligates us this year—there is a clause if we don't continue the lease after the first year, then we can't go out and lease another excavator. It is like a non-compete clause. The salesperson told Shawn they wouldn't be looking us up on that. Mark said we bought a brand new backhoe this year, and Mark is not going along with this. Mark said it is going to sit all winter. Mark said that machine is not that big. Prior to the construction of the town office, we would rent an excavator when we needed it. Shawn said it spiked up and down—depended on if there were water breaks or not. The approximate cost from 2009 to present to hire an excavator was \$105,792. Peter said he is torn, and not sure which way to go. Shawn said there is a lot of work to be done that he can use the excavator for: airport road ditching, Spring Street entrance rehab, Middle Street drainage, Huron/Snow/Brown Street drainage, Replacement of failed or poor condition large culverts, Kimball Hill Road rehab—Bethlehem end, Gould Hill Rehab, and Sidewalk rehab. Shawn said we took delivery of the excavator on May 1st, but the lease period won't start until we sign the lease agreement. Mark asked Shawn to get us a copy of the lease agreement so we can review it. Shawn said right now he planned on being in it every day, but the sidewalk projects came up. Peter said he thinks it is low risk and we can gather more information and decide if we want to put it on the warrant for town meeting next year. Mark is against buying an excavator for the Town of Whitefield. Mark said if we keep it we will have to invest money for a trailer. Shawn said that we use Bob's trailer for \$10 a day, and Aaron Arsenault has

let us use his trailer for no money at all. Shawn needs to make a rental payment if we don't go with the lease. Peter said he is willing to try it for year. This is a lease for a year and not any guarantee that we will put it on the warrant next year. Mark is not in favor of leasing long-term. A motion was made, seconded, and unanimously approved to lease the excavator for the short-term.

Shawn said in reference to the sidewalks downtown, the state has done some of their tip downs. There is a section in front of the monuments that Shawn had the contractor do while they are here in town. They agreed to do the whole sidewalk for us at once. Chris Colby, the contractor, will be putting the granite in for us tomorrow. In front of Cumberland Farms the state has agreed to put in a tip up and tip down there with granite. The issue is in front of the Astle building. The state wants us to raise the sidewalk about 45 feet. They were going to do it with concrete, but there was a sink hole and if the ground kept caving in it would be an issue. Shawn said that he sent the camera down the pipe today along with Phil Beaulieu. The pipe is in extremely bad condition. It is the state's pipe. They are looking at a 10-year plan—for town infrastructure. They are putting granite curbing and pavement in for the surface because if the sink hole comes back we will be able to see it if it starts sinking in.

Shawn said the other thing we have raised all our manholes on Elm Street, which they will be paving the middle of July.

Shawn said at the last department head meeting we discussed the weight limit for Gould Road from the bottom of Route 116 up to the four corners. We have several springs and a lot of ledge there, and it doesn't dry out. You can see the road sag when a truck drives over it. That road is probably one of the worst ones we have. The material gets pushed over the side. Shawn said he is proposing that we restrict the limit on that section of road to a 6,000 pound weight limit. There is only one residence on that section of the road, and Shawn said there is no issue with the rubbish person going up there. They can be given an exception. Bethlehem has free trash pick-up and Casella drives way up there, and Shawn spoke to them about using alternative routes. Tom Ladd said he lives on Gould Road—are you talking about the entirety of Gould Road? Shawn said no only from Kimball Hill Road down to Littleton Road. Oil trucks, maple syrup trucks and milk trucks are exempt from this. Wendy said she realizes we don't have to post it for a public hearing, but she feels more comfortable posting a hearing to discuss it. Judy will schedule a hearing for an upcoming meeting.

Shawn said he has had complaints about Shane Morton, who is C&S Logging going up and down Parker Road with loaded chip trucks. Leon Geil, who lives on the road, was in attendance at the meeting. — Leon said just recently there were three loaded chip trucks that went down the truck loaded and then just a few minutes later go out loaded. Leon said they are just pounding the road. Leon said he thinks there is a collapsed culvert just past Judy's house. Shawn said he spoke with Joyce and it not listed as a business. They have an address out of Jefferson. Judy said that Shane has had his business out of there for at least ten years, and the mailing address only for the business is Jefferson. Shawn said according to the planning board records it is classified as a residence. Shawn said the issue is they are bringing full trailer loads back in over the road. Shawn is wondering if there is somewhere else they can park the loaded trucks so they are not back over the road. Shawn said it is a lot of wear and tear on the road. Shawn said that Shane has been good about obliging when Shawn talks to him about it. Mr. Geil said there is a lot of truck traffic. Shawn suggests asking Shane to limit the amount of loaded trucks going down the road. Wendy said why are we not looking to put a limit on that road like we did on Gould

Road? Shawn said there is a business working out of there. Leon says he only has an issue with loaded trucks. Judy will schedule Shane for the next meeting.

Peter discussed with the board about submitting a letter of interest for the Transportation Alternatives Program. Peter said that he spoke with Ed Betz recently to see where we were for maintenance right-of-ways on those properties. Ed had told Peter one of the issues was finding an appraiser who would appraise those right-of-ways. Peter said we spoke with Bill Watson at D.O.T., and he told us that they can assist us with a list of resources who can do the appraisals. Bill Watson told us that the state would be amicable for us to reapply. Peter said we have an advantage with the design being nearly complete. Peter said another plus is if the project is ranked high on the North Country Council priority list. Peter said that North Country Council has been very involved with the Whitefield Project group and understands our situation. The minimum project cost is \$400,000 so Peter thought we could include all the remaining sidewalks in the downtown area so it would meet that minimum benchmark. Shawn said he talked with the District 1 engineer, Phil Beaulieu and he has an engineered project that would run from the elementary school down Union Street. The state needs to replace the drainage so that plan is already engineered and Phil believes this grant with TAP could fund the state drainage and also the sidewalks and maybe even improvements for the water line. Wendy said how long will this put off the sidewalk work we told people at town meeting we would do this year? Peter is hoping to get it done late next year. We have to have 20% match. Shawn said the highway crew can do force account work like taking the old material away. Peter said we were also told if we had some money in a capital reserve account that we could use towards the Town's 20% match that would look good. We currently have \$50,000 in the Sidewalk Capital Reserve Account. Wendy wondered if we could use half of what we have, \$25,000, and do the sidewalks by the McIntyre building. The Board voted unanimously to submit the Transportation Alternatives Letter of Interest.

The Board discussed Ed Betz's request to approve the proposal submitted by Lavallee Brensinger Architects to do the ADA Assessment for the Town of Whitefield Community Room. Peter said his worry is this building is not ADA complaint and then we will end up paying for the architect and then not being able to get the grant. Shawn said the building is ADA compliant. He had an architect inspect the building. The Board unanimously agreed to go ahead and sign the proposal with Lavallee Brensinger Architects.

The Board of Selectmen reviewed the minutes of the June 13th meeting and had the following revisions:

- Page one, eight lines down, delete the section that says Bob is asking permission to tap in to the 8 inch main.
- Page five about half-way down it is Letter of Interest not Intent.
- Page four at the bottom, it should have included by Friday, June 17th after if Mr. Pons is able to locate an architect.

The Board discussed the complaint from the Descrochers on Holly Heights which we passed over at the last meeting. Peter said he went up, and Mark said he will go up there tomorrow. It was suggested that getting a copy of the minutes of the planning board meeting when Tim O'Neil got his approval may be helpful. personal rally cars. Copy of minutes of Tim O'Neil's approval for his garage. (The Descrochers called and said they were all set with the complaint they made. They said Mr. O'Neil cleaned things up.)

The Board agreed to go ahead and sign the proposal with Lavallee Brensinger Architects for the ADA assessment of the community room for the Rural Development grant.

The Board reviewed the Personnel Policy Revisions and suggested some changes to be made. It was also decided when we are finished with the revisions we have Mark Broth, an employment lawyer review the Policy for his input.

A motion was made by Wendy Hersom, seconded by Mark Lufkin, and unanimously approved by a roll call vote of Hersom, Lufkin, and Corey, at 9:05 p.m. to enter in to non-public session pursuant to RSA 91-A:3, II(c), matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting.

The Board adjourned from Non-Public Session at 9:30 p.m.

Wendy discussed a FAA grant that the Airport would like to apply for. She said it is the Phase II of the maintenance and construction for the Airfield Pavements and Pavement Markings. Wendy said there is a match required, but she said if the Commission wants to take on the part of the Disadvantaged Business Plan and do it ourselves we would be able to back out \$4,200 to \$5000 for that forced account work and reduce the airport's sponsor share. Wendy thinks we may be able to do that. It is just finding the time to do it.

A motion was made by Peter Corey, seconded by Mark Lufkin, and unanimously approved to authorize Wendy Hersom, Chairperson of the Board of Selectmen, to sign the grant agreement paperwork for SBG-17-09-2016 Rehabilitate Airfield Pavements (maintenance) and Pavement Markings - Phase II(construction).

Wendy informed the Board that the Commission is continuing to work on updating the hangar leases.

The meeting adjourned at 9:55 a.m.