



Town Council Meeting Minutes



Monday, December 21, 2020, at 7:00 PM, in the Matthew Thornton Room

****POSTPONED FROM THURSDAY, DECEMBER 17, 2020****

Call to Order

Chairman Koenig called the meeting to order at 7:00 p.m. Present at the meeting were Chairman Koenig, Vice Chair Boyd, Councilor Harrington, Councilor Rothhaus, Councilor Albert, Councilor Woods, Town Manager Eileen Cabanel and Assistant Town Manager/Finance Director Paul Micali. Councilor Healey was excused.

Pledge of Allegiance

Chairman Koenig led the Pledge of Allegiance

Announcements

Chairman Koenig made the following announcements:

Upcoming budget meeting schedule: January 7th, January 13th, and January 20th at 6:30 pm

Upcoming regular Town Council meeting schedule: January 14th and January 28th at 7:00 pm

Town Hall will be closing at 1:00 pm December 24th and closed on December 25th.

Town Manager Eileen Cabanel made the following announcements:

- Property tax bills are due December 28th, anyone who did not receive a tax bill should contact the Tax -Collector's office for a duplicate tax bill.
- Merrimack TV will be covering the Mastricola Upper Elementary School Holiday recital on Tuesday December 22nd. Watch it live on channel 21 or HD on Roku, Apple TV and at Merrimacktv.com

Chairman Koenig spoke about the recent passing of state representative Dick Hinch. Chairman Koenig asked for a moment of silence to honor Dick Hinch. Chairman Koenig stated that Dick was chairman of this board for 3 years, he served on the ZBA and many other committees. He stated that Dick was a State legislator for seven terms. He had just recently been elected to Speaker of the House which was quite an honor for Merrimack as well as for Dick and his political career. Chairman Koenig stressed that Dick will be sorely missed. He explained that he got to know Dick while serving on the Merrimack Board of Selectmen. He stated that Dick became a mentor to him and many others. He stated that Dick's impact on the Town of Merrimack is felt by all the residents.

Councilor Harrington stated that when she remembers Dick Hinch she thinks of his smiles and hugs. She believes that Dick would want everyone to smile when they remember him. Councilor Rothhaus spoke about serving with Dick Hinch on the solid waste advisory committee. He reflected on the amazing hard work that Dick put forward. Councilor Albert stated that he met Dick Hinch while he was a patrolman on the Merrimack Police Department and Dick was a Selectman. He stated that Dick was extremely personable and approachable. He stated that Dick was incredibly supportive of the Police Department. He will miss him.

Vice Chair Boyd stated that Dick Hinch became a good friend. He spoke about the tremendous impact that Dick had on so many through out the state. He spoke about the loss to the Hinch family and to the community and the state of New Hampshire. Vice Chair Boyd stated that Dick Hinch was a political giant who did not act like a political giant. He stated that the loss of Dick is immeasurable, and no one can replace him. He will miss Dick Hinch.

Councilor Woods stated that he knew Dick Hinch as a friend, colleague, and an effective representative for the Town of Merrimack. Town Manager Eileen Cabanel stated that Dick Hinch was inspirational to her through his kindness and effectiveness. She spoke about a shared experience that she and Dick had in common. Town Manager Eileen Cabanel appreciated his genuine goodness and welcoming smile. She will remember the things that Dick taught her by his examples.

Assistant Town Manager/Finance Director Paul Micali stated that Dick was a genuine person. He appreciated that Dick would listen to people regardless of political leanings. He appreciated that Dick genuinely cared about people. Assistant Town Manager/Finance Director Paul Micali stated that Dick Hinch was a good man.

A member from the Merrimack Republican Town Committee, Ginger Heald, spoke on behalf of the committee expressing that they have lost a cornerstone member. She stated that the committee will go on as Dick would want them to do.

Bill Modis Chairman of the Merrimack Republican Town Committee spoke about Dick Hinch's generosity. He would accept every invitation to be the guest speaker at the Amherst Republican Town Committee meeting. He spoke about the bond between he and Dick, both having served in the Navy.

State Representative Maureen Mooney stressed how fortunate the citizens of Merrimack were to have Speaker Hinch represent them in Concord. She explained that she gave the nomination speech for Speaker of the House. She reiterated that Dick was the quintessential public servant. Representative Mooney stated that his positive attitude has touched every corner of the State. The outpouring of love and support has been extraordinary. She stated that Merrimack can be proud of Speaker Dick Hinch.

Chairman Koenig explained that he spoke to Pat Hinch, Dick's wife to let her know that the Town Council would be honoring Dick at this meeting. He stated that the family has asked for privacy, but they do recognize that Dick has touched so many people through out the state. They regret that a traditional service is not possible currently because of the pandemic. A celebration of life will be held sometime in the future when it is safe to do so. Chairman Koenig stated that Dick will be missed, and the town will carry on in his honor.

Councilor Harrington stated that as the Town Council liaison to the Commission on the Environmental and Public Health Impacts of the PFAS chemicals. She explained that Merrimack is well represented by Representative Mooney, Representative Healey, Representative Rung and Nancy Murphy who is the citizen member and herself. Councilor Harrington reported that because the MCL's have been lowered there are more homes eligible to have their wells tested. She stated that the commission has sent letters to those homes who are now eligible, but the response rate is low. Councilor Harrington explained that she suggested to the commission that the Merrimack Town Council could send a letter encouraging homeowners to have their wells tested. Chairman Koenig asked about a time frame for sending the letters. Councilor Harrington explained that the DES will be sending the Town Manager a list of addresses and she feels that it would better to send the letter sooner rather than later. The Town Council authorized Councilor Harrington and Town Manager Eileen Cabanel to draft a letter.

Comments from the Press and Public

None

Recognitions, Resignations and Retirements

1. Recognition of Retirement of Town Employee

Submitted by Human Resources Coordinator Sharon Marunicz

The Town Council presented a recognition award to Wastewater Treatment Facility Secretary Becky Sullivan in recognition of her retirement after more than 48 years of full-time service to the Public Works Department: September 4, 1972 – December 31, 2020. Becky received a rocking chair engraved with the Town seal, name, and dates of service. Chairman Koenig stated that Becky Sullivan has been a tremendous asset to the Town.

2. Recognition of Retirement of Town Employee

Submitted by Human Resources Coordinator Sharon Marunicz

The Town Council presented a recognition award to Technology Coordinator William “Chuck” Miller in recognition of his retirement after more than 44 years of full-time service to the Merrimack Police and General Government Departments: November 15, 1976 – December 31, 2020. Chuck worked full-time for the Merrimack Police Department for 21 years before retiring and accepting a position in the General Government Department. Chuck opted for a gift card in lieu of the rocking chair engraved with the Town seal, name, and dates of service. Chairman Koenig read a letter from the Technology Committee Chair John Sauter commending Chuck for his dedication. Councilor Albert spoke about Chuck’s outstanding service at the Police Department. He stated that he was an incredible investigator.

Appointments

None

Public Hearing

1. Public Hearing - Recommended Zoning Ordinance Amendments

Submitted by Community Development Director Tim Thompson

The Town Council held a public hearing to consider recommended amendments to the Zoning Ordinance (Sections 1, 2, 3, 4, 11 and 17), developed by staff and the Planning Board, to address repeated ordinance administration and/or enforcement tasks (Definitions, ordinance references, home occupations, dimensional requirement clarifications, travel trailers, references, and modifications to ensure compliance with the State Building Code, signs), pursuant to RSA 675:2 and Charter Article 5.

Tim Thompson advised the Town Council that he will review the rational for various clarifications, definitions, and references throughout sections 1, 2, 3, 4, 11 and 17.

Section 1 addresses repeated enforcement tasks or issues, the updating of home occupation requirements, the update to the telecommunications tower requirements and updating building code references to be consistent with State building code changes. Councilor Albert and Councilor Rothhaus inquired about the amendment to Section 1.03.A.58 relative to travel trailers being on private property for any length of time.

Councilor Albert asked if the planning board had any discussion about puppy mills as it relates to the amendments to term kennels. Tim Thompson explained the amendment is to include the definition of kennel because currently there is not a definition. This would make a kennel a permitted use in a commercial area.

Section 2 addresses the re-write of the home occupation section to include level 1 and level 2. Level 1 are small uses with no outside employees or anyone going to the home to conduct business. Level 2 are those that would a customer element and outside employees. Those business would be subject to conditional use review. Councilor Albert asked if any of the proposed amendments would address home mechanic shops. Tim Thompson explained it would only address those going forwarded not those that are currently operating.

Councilor Albert asked about enforcement. Tim Thompson assured the Town Council that issues are tracked and monitored. Tim Thompson addressed the changes to Accessory Dwelling Units. He reviewed the amendments to the telecommunication sections and other changes such as renumbering and formatting of sections.

Tim Thompson explained that kennels are now permitted in the I-1 District (Industrial). He also stated that language has been deleted pertaining to the 200-foot side and rear set back. He reviewed the revisions pertaining to the telecommunication towers. He explained the intent in creating this section is to consolidate all the various references as well as to consider changes to laws. Tim Thompson stated that the most significant change is the elimination of the zoning board as a step for towers to be in residential areas. He stated that it is now treated as conditional use permit which allows the planning board to deal with it. He advised the Town Council that both the Planning Board and the Zoning Board agree with this change.

Section 3: Tim Thompson spoke about the language clarification relating to R-1 zoning maps. He stated that adding the language “regardless of soils” will benefit the town in any future challenges. He stated that section 3 also has updates to conform to the current subdivision regulations. He recapped the changes to the non-confirming lot language and DES terminology.

Section 4 address manufactured homes and parks relating to travel trailers. Tim Thompson explained the original intent is to only address the mobile home parks where lots are much smaller.

Section 11 address the Merrimack Fire and Building codes. It addresses the codes and state statute references, updates the purpose and authority section, test pits and perc test requirements and sewerage requirements, reconstruction of building requirements, plumbing codes, fire prevention code, electric code, life safety code, housing number requirements and public swimming pools. He advised the Town Council that he did not write this section it was written by the Fire Department.

Section 17 address the correction of typos, adding the definition of billboard, feather flag, the renumbering throughout the section, clarification to temporary signs, adding new language relating to political signage, revision of the interval of changing messages on electronic signs from 20 minutes to 10 minutes except for time and temperature. He spoke about the new section that deals with temporary signs relating to a special event.

Town Manager Eileen Cabanel thanked Tim Thompson and Robert Price for hard work on this.

Chairman Koenig opened the public hearing at 8:13 pm. No one from the public came forward. Chairman Koenig Closed the public hearing.

MOTION made by Vice Chair Boyd and seconded by Councilor Harrington to move the changes to the zoning ordinance to a third reading. MOTION CARRIES 6-0-0

Legislative Updates from State Representatives

State Representative Maureen Mooney stated that while the house continues to mourn the loss of House Speaker Dick Hinch, a new nominee for speaker of the house has been chosen. His name is Sherman Packard from Londonderry NH. The election will be held on January 6, 2021. She advised the Town Council that committee assignments have been delayed. She stated that House Bills will be published in January 2021.

Town Manager's Report

Town Manager Eileen Cabanel made the following announcements

- The Planning Board reviewed the Town Capital Improvements Plan on December 15th and made recommendations to the Town Council on prioritization. The Planning Board has not yet met with the School District to review their CIP.
- The Planning Board also had an informational presentation from MVD on the water treatment project to deal with PFAS contamination. The Planning Board encourages interested residents to watch the presentation (from the December 15th Planning Board meeting) on Merrimack TV replays, or on the Merrimack TV website and YouTube channel.
- The Exit 11 toll plaza removal has been completed by Busby Construction through NHDOT.

Consent Agenda

None

Old Business

None

New Business

1. "High Visibility Mobilization Patrols" Grant Acceptance for the Merrimack Police Department

Submitted by Captain Eric Marquis

The Town Council considered the acceptance and expenditure of a grant in the amount of \$3,400 made available through the New Hampshire Office of Highway Safety for the Merrimack Police Department for "High Visibility Mobilization Patrols", pursuant to RSA 31:95-b and Charter Article 8-15. Captain Marquis explained that this money would fund twelve four-hour patrols consisting of seat belt enforcement, OUIL enforcement and distracted driving enforcement. He advised the Town Council they conducted 21 patrols which resulted in 272 motor vehicle stops, 4 arrests, 257 warnings and 29 summonses being issued.

Councilor Albert stated that he supports these initiatives and appreciates the discretion that is used by the officers. Councilor Rothhaus explained that he does not support this type of enforcement patrols. He would prefer that it would be an educational purpose rather than an added force. Captain Marquis informed the Town Council that the grant money has significantly been reduced from \$32,000 last year to \$9,000 which will result in much fewer patrols. Town Manager Eileen Cabanel stated she recently was hit by a distracted driver and she believes it is particularly important to conduct these patrols given the traffic in Merrimack. Captain Marquis advised the Town Council that the patrols are done during the commuting hours.

MOTION made by Vice Chair Boyd and seconded by Councilor Albert to accept and expend a grant in the amount of \$3,400 made available through the New Hampshire Office of Highway Safety for the Merrimack Police Department for "High Visibility Mobilization Patrols", pursuant to RSA 31:95-b and Charter Article 8-15. Furthermore, to authorize the Town Manager or her proxy to sign the necessary paperwork to accept and expend. MOTION CARRIES 4-2-0 Chairman Koenig and Councilor Rothhaus voted in the negative

2. “Distracted Driving Patrols” Grant Acceptance for the Merrimack Police Department

Submitted by Captain Eric Marquis

The Town Council considered the acceptance and expenditure of a grant in the amount of \$2,494 made available through the New Hampshire Office of Highway Safety for the Merrimack Police Department for “Distracted Driving Patrols”, pursuant to RSA 31:95-b and Charter Article 8-15. Captain Marquis stated these patrols are done during specific times in conjunction with other state agencies as part of a statewide effort. This grant will fund nine four-hour patrols during commuting hours focusing on distracted or negligent driving enforcement. He advised the Town Council they conducted 21 patrols which resulted in 272 motor vehicle stops, 4 arrests, 257 warnings and 29 summonses being issued.

Councilor Albert explained that he supports this grant. He stated that distracted driving is a significant problem. Councilor Albert stated that this grant allows Merrimack to have another officer on the street during the high traffic hours and the officer is available to support other officers on patrol.

MOTION made by Vice Chair Boyd and seconded by Councilor Albert to accept and expend a grant in the amount of \$2,494 made available through the New Hampshire Office of Highway Safety for the Merrimack Police Department for “Distracted Driving Patrols”, pursuant to RSA 31:95-b and Charter Article 8-15. Furthermore, to authorize the Town Manager or her proxy to sign the necessary paperwork to accept and expend. MOTION CARRIES 5-1-0 Councilor Rothhaus voted in the negative

3. “Driving Under the Influence Patrols” Grant Acceptance for the Merrimack Police Department

Submitted by Captain Eric Marquis

The Town Council considered the acceptance and expenditure of a grant in the amount of \$3,357 made available through the New Hampshire Office of Highway Safety for the Merrimack Police Department for “Driving Under the Influence Patrols”, pursuant to RSA 31:95-b and Charter Article 8-15. Captain Marquis advised the Town Council that this grant would fund twelve four-hour patrols that would be conducted Thursday, Friday, and Saturday nights as well some holidays and special events between the hours of 10:00pm and 2:00am. This patrol would focus on OUI detection and enforcement. He advised the Town Council that last year they conducted 20 patrols which resulted in 262 motor vehicle stops, 7 arrests, 259 warnings and 23 summonses. Councilor Albert reiterated his support for these types of grants.

MOTION made by Vice Chair Boyd and seconded by Councilor Albert to accept and expend a grant in the amount of \$3,357 made available through the New Hampshire Office of Highway Safety for the Merrimack Police Department for “Driving Under the Influence Patrols”, pursuant to RSA 31:95-b and Charter Article 8-15. Furthermore, to authorize the Town Manager or her proxy to sign the necessary paperwork to accept and expend. MOTION CARRIES 6-0-0

4. Purchase Request for Backup Dispatch Console for Police & Fire

Submitted by Chief Brian Levesque

The Town Council considered the request to spend \$29,974.50 from the Communications Capital Improvements Program to purchase a backup dispatch console for a second position to have a complete redundant dispatch center at Central Fire. Town Manager Eileen Cabanel explained that approximately a year ago in an effort for redundancy for dispatch at a different location a backup dispatch console for the central fire station was purchased. That console is currently for one position, this request would cover the cost of a second workstation. Councilor Rothhaus questioned how often does need arise for additional dispatching. Town Manager Eileen Cabanel stated that this is similar to an insurance policy should the need arise. She stated that it is something that Merrimack should have had but did not. Councilor Albert spoke about situations in the past where this type of additional equipment at a separate location would have served

the first responders immensely. He reiterated that this unit can be moved from one location to another. Councilor Albert stressed that there have been times where the Police Department has lost power. Councilor Harrington echoed the comments of Councilor Albert.

MOTION made by Councilor Harrington and seconded by Councilor Woods to spend \$29,974.50 from the Communications Capital Reserve Fund to purchase a backup dispatch console for a second position to have a complete redundant dispatch center at Central Fire. MOTION CARRIES 6-0-0

5. Request for John O’Leary Adult Community Center Building Improvements

Submitted by Town Councilor Nancy Harrington

Town Council considered the request to share in the cost of building renovations/upgrades to the John O’Leary Adult Community Center (JOACC). Councilor Harrington explained that the renovations would update the kitchen and bathrooms at the JOACC. She reminded the Town Council that over the last few years the JOACC has made and paid for significant improvements such as lighting and electrical work, painting, audio improvements. She stated this request would address the rotting kitchen floor and the much-needed ADA compliant bathrooms.20975

Assistant Town Manager/Finance Director Paul Micali informed the Town Council that this was originally in the budget for next year but there have been some savings in staffing and that savings could be used towards the JOACC improvements. He stressed to the Town Council that the center is not currently being used due to the pandemic making this the perfect time to make renovations. Councilor Harrington informed the Town Council that the JOACC board has recently purchased air purifiers. Councilor Albert asked if the fixtures are energy efficient and do the bids account for unexpected surprises that occur with an old building. Assistant Town Manager/Finance Director Paul Micali assured the Town Council that the bids do account for new plumbing.

MOTION made by Councilor Albert and seconded by to Councilor Woods to support the request to spend \$20,975 for the building renovations/upgrades to the John O’Leary Adult Community Center (JOACC). MOTION CARRIES 6-0-0

Chairman Koenig moved item #7 to be discussed next

7. Special Election Request

Submitted by Town Council Chairman Tom Koenig

The Town Council considered requesting the Governor and Secretary of State to allow the Town of Merrimack to hold a special election to fill the vacancy brought on by the passing of Speaker of the House Richard “Dick” Hinch, who represented District 21 (Town of Merrimack), pursuant to RSA 655:81-82, RSA 661:11 and RSA 661:2.

MOTION made by Vice Chair Boyd and seconded Councilor Albert to request that the Governor and Secretary of State to allow the Town of Merrimack to hold a special election to fill the vacancy brought on by the passing of Speaker of the House Richard “Dick” Hinch, who represented District 21 (Town of Merrimack), pursuant to RSA 655:81-82, RSA 661:11 and RSA 661:2. MOTION CARRIES 6-0-0

Discussion on the motion

Chairman Koenig explained that the Town cannot hold a special election without the approval of the Governor and the Executive Council. He outlined the schedule that would need to be followed pursuant to

State law. Councilor Albert stated that he was asked by a constituent why the Town could not appoint the next highest receiver of votes from the November election. Chairman Koenig stated that state law definitively sets forth the process that must be followed. Chairman Koenig read the letter into the record that will sent to the Governor. The Town Councilors signed the letter to the Governor.

Chairman Koenig called the meeting into recess

The Town Council returned from recess and Chairman Koenig called the meeting to order.

6. Presentation of Proposed 2021/2022 Town Manager Budget

Submitted by Town Manager Eileen Cabanel and Finance Director Paul T. Micali

Assistant Town Manager/Finance Director Paul Micali presented the recommended 2021/2022 budget to the Town Council. He explained that Town continues to budget to a tax rate rather than an appropriation but when the budget is presented, he likes to present the entire budget including revenues. Assistant Town Manager/Finance Director Paul Micali reviewed the revenue side of the proposed budget. He stated that this year there is a \$45,000 increase in administration fees. He outlined the funds that the Town charges administrations fees: wastewater treatment funds, media fund, police outside detail fund and the revolving fund. Assistant Town Manager/Finance Director Paul Micali outlined the revenue decreases such as State revenue down \$222,235, sale of property \$45,410 and current use down \$25,000 a net total of \$238,000. Assistant Town Manager/Finance Director Paul Micali advised the Town Council that the vehicle registration revenue is on track for \$5.2 million. He stated that other revenues are on track possibly slightly less. He assured the Town Council that he is monitoring other revenues closely.

Assistant Town Manager/Finance Director Paul Micali highlighted the budget appropriation increases health insurance \$32,600, workers compensation \$ 27,000, CRF deposits (fire truck and revaluation) \$95,000, traffic lights \$15,000, paving \$50,000, general insurance \$13,100, Library materials \$10,500, office equipment \$34,300, solid waste tipping fees \$84,375.

Assistant Town Manager/Finance Director Paul Micali reviewed the employee contribution to the New Hampshire Retirement System (NHRS). He advised the Town Council that the State sets the rate. He stated that the non-union employee portion increased 25.87%, Police increased 19.30% and Fire increased 6.35%. Assistant Town Manager/Finance Director Paul Micali explained that compensated absences decreased \$25,000, union wages including step increases \$272,500, 53rd week of payroll \$278,150, NHRS \$498,300. He stated that staffing changes have impacted the budget. Assistant Town Manager/Finance Director Paul Micali stated that the 4 fire fighters resulted in \$460,300, highway foreman \$45,300, police officer \$53,500, parttime conservation officer \$34,600, parttime general government \$38,100 and overtime for the Fire Department decreased by \$109,200. The wage and benefits total increase are \$1,909,225.

Assistant Town Manager/Finance Director Paul Micali outlined savings through out the budget. He advised the Town Council that short term disability, unemployment and dental insurance decreased approximately \$15,000. He stated that the Town has lucrative contracts for vehicle fuel realizing a \$20,400 savings. Other savings are vehicle maintenance \$22,300, building improvements \$99,900, vehicles \$19,500, operating supplies \$15,300, elections \$14,800, miscellaneous \$10,307. A net savings \$218,007.

Assistant Town Manager/Finance Director Paul Micali stated that the proposed operating budget excluding capital purchases is \$27,559,273. He reviewed the budget and the capital purchases broken down by department. Assistant Town Manager/Finance Director Paul Micali presented the estimated fund balances for June 30, 2021. He explained the importance of maintaining fund balances as other purchases will be needed in the future.

Approved: January 14, 2021

Posted: January 20, 2021

Assistant Town Manager/Finance Director Paul Micali recapped the total appropriations from 2020-2021 to 2021-2022. Total appropriations have decreased by \$7,715,797. He reviewed the proposed tax rate. He explained the estimated tax rate increase of \$.37. Assistant Town Manager/Finance Director Paul Micali spoke of the pending or unknown budget items such as the state budget, state revenues and non-union raises. He reviewed the tax rate breakdown between the town school and county.

He advised the Town Council that the budget review with departments will begin in January. He reiterated that half a million-dollar increase comes from the unfunded mandate from the State of NH. Chairman Koenig stated that the State created the requirement and then decided they could not fund it and shifted it to the municipalities to deal with. Town Manager Eileen Cabanel expressed her frustration with the management of the NHRS.

Minutes

Approve the minutes from the following Town Council meetings: November 19th and December 3, 2020

MOTION made by Councilor Woods and seconded by Vice Chair Boyd to approve the minutes from the November 19, 2020 Town Council meeting as submitted. MOTION CARRIES 6-0-0

MOTION made by Councilor Woods and seconded by Vice Chair Boyd to approve the minutes from the December 3, 2020 Town Council meeting as submitted. MOTION CARRIES 6-0-0

Comments from the Press

None

Comments from the Public

None

Comments from the Council

Vice Chair Boyd wished the residents a happy and safe holiday season.

Councilor Albert suggested placing a photo of Speaker Dick Hinch in the Town Hall conference room alongside other notable Merrimack citizens. Councilor Woods and Councilor Harrington agreed. Assistant Town Manager/Finance Director Paul Micali informed the Town Council that the Heritage Commission brought the other photos forward. He suggested reviewing the town's naming policy. The Town Council agreed to look into it.

Councilor Woods agrees with Councilor Albert suggestion. He believes the Town Council should be able to take this action regarding the placement of Speaker Hinch's photo. He wished everyone a Merry Christmas.

Councilor Woods left the meeting at this time.

Chairman Koenig asked everyone to be safe. He urged everyone to be diligent as it relates to Covid-19.

Adjourn

MOTION made by Vice Chair Boyd and seconded by Councilor Harrington to adjourn the meeting. MOTION CARRIES 5-0-0

The meeting adjourned at 10:10 pm.

Respectfully submitted by Tracy Doherty

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