



**BOARD OF SELECTMEN  
Meeting Minutes**

May 10, 2016

7:00pm – Regular Meeting

Broadcast Studio  
423 Webbs Mills Road

*Resolution: We, the Raymond Board of Selectmen, recognize our individual and collective responsibilities as leaders and representatives of our community. To this end, we pledge to conduct ourselves in a manner befitting these roles and duties. We pledge and encourage others to "Be the Influence" and to recognize that decisions matter.*

**Selectmen in attendance:** Mike Reynolds, Joe Bruno, Teresa Sadak, Lawrence Taylor, and Samuel Gifford

**Selectmen absent:**

**Town Staff in attendance:**

Don Willard – Town Manager  
Nathan White – Public Works Director  
Sue Look – Town Clerk

1) **Called to order** at 7:00pm by Selectman Reynolds.

2) **Minutes of previous meeting**

a) April 5, 2016

**Motion** to approve as presented the April 5, 2016, minutes by Selectman Sadak. Seconded by Selectman Bruno.

**4 – 0 – 1 (abstained) Motion approved.**

3) **New Business**

a) **Raymond Focus Group Final Report** – Frank O'Hara, Planning Decisions Inc (PDI)

In January, 2016 PDI. completed a report for the Town of Raymond investigating the potential of establishing a manufacturing incubator in a former industrial manufacturing facility located on Route 302 in the Town's commercial corridor. The report found that a manufacturing incubator was an unpromising use and instead recommended that the Town refocus its efforts on the broader picture of what Raymond must do to be economically competitive over the next 10 to 20 years. The report provides the first step toward a broader economic development plan by looking deeper into the business and economic environment in Raymond. This report is designed to identify Raymond's strengths, weaknesses, opportunities, and threats with regard to growing existing businesses, attracting new businesses, and increasing the non-residential tax base. Several businesses operating in

Raymond expect to grow in the near future. PDI also sought to better understand the nature of this growth so that the Town can identify investments and activities that might support these businesses.

In 2015, PDI did 2 studies for Raymond. The first found a business incubator impractical. The following table shows a key reason why:

	2002	2007	2012
<b>Raymond</b>	<b>267</b>	<b>262</b>	<b>197</b>
<b>Change from 2002</b>		<b>-2%</b>	<b>-26%</b>
Portland Metro	23,882	23,389	19,715
Change from 2002		-2%	-17%
Cumberland	10,707	10,259	8,727
Change from 2002		-4%	-18%
Maine	67,864	60,586	52,803
Change from 2002		-11%	-22%

The second was focus groups on strengths, weaknesses, opportunities for Raymond. Some findings:

Strengths	Weaknesses
Sebago Lake (and town beach) Committed business community Good town credit rating Tradition of good schools	“Pass through” town – no destinations Distance from highway, airport Seasonal retail market Undistinguished Route 1 (where does Raymond begin and end?) Slow, unreliable internet

Four recommendation areas resulted:

- (1) Make a destination for new businesses and residents
- (2) Build on existing assets
- (3) Improve regulations
- (4) Improve economic development services

Put another way – Raymond’s most promising direction is to attract and help self-employed and “telecommuters” through a “Quality of Place” type of strategy. *Issue: Not happening now: from 2009-2014, Raymond workers who work in Raymond down in half, from 294 to 146. Self-employed and family business owners/workers down from 408 to 356.*

Highlights of recommendations that address such a strategy:

- a. Strengthen broadband connections in Raymond through the regional program – turn problem into an asset
- b. Improve Route 302 – it is Raymond’s “face to the world,” its “brand”
  - i. Create gateways on each side, a distinctive design then within – let people know they are in Raymond, and it’s a special place
  - ii. Expand offerings: fitness center, restaurants, crafts and specialty retail
  - iii. Link to Tassel Top Park Beach and neighborhoods through clear and easy-to-navigate trails and roads
- c. Promote entrepreneurial, small business, and computer competency through the schools, ordinance revision, and promotional activities

Chairman Reynolds – We are a bedroom community and that is a challenge. There has been the suggestion that we loosen up some of the design ordinances.

Mr O’Hara – There is a lot of telecommuting from Maine. It is not the same as traditional

economic development. The telecommuters need the right infrastructure.

Chairman Reynolds – We do not have much influence regarding the broadband or cell service. We will get this to the Revitalization Committee.

**b) 2016 RSU #14 Budget Validation Vote Notice of Election** – Mike Duffy, Business Operations, Risk and Safety Manager

The Notice of Election for the 2016 RSU #14 Budget Validation Vote on June 14<sup>th</sup> has been approved and signed by the RSU #14 Board of Directors. It now requires the signatures of the majority of the Raymond Board of Selectmen. Mr Duffy will be present for any questions.

**Motion** to approve the RSU #14 Budget Validation Vote Notice of Election for the 2 questions – approval or defeat of the budget and the vote to continue or not the practice of the Budget Validation by Selectman Sadak. Seconded by Selectman Bruno.

**Unanimously approved.**

**c) Panther Pond Association – Research Buoy** – Peggy Jensen, President

Panther Pond Association, continuing a research collaboration with Professor Holly Ewing, Bates College, will launch a research monitoring buoy in Panther Pond for the 2016 summer season.

President Jensen – Thank you for allowing me to come and share some information with you.

We have just launched a red research monitoring buoy which is logging data at various depth the water temperature and light penetration every 10 minutes. We built this ourselves with a kit. We will have a team, including Professor Ewing from Bates College, who will pull this cable up to download the data. The data can then be charted and analyzed. We have a permit by the Department of Conservation. The deepest point in Panther Pond is 70' and we tried to get the buoy as close to this depth as possible. We are concerned about dissolved oxygen which can cause a kill off of fish.

There is a population in Panther Pond of a blue-green algae called Gloeotrichia (Glue – O – Trick – ia). Gloeotrichia (or Gloeo, for short) is a species of blue-green algae. Unlike many algae species, Gloeo grows primarily on the bottom sediments of lakes. It uses the phosphorus on the bottom of the lake to grow and then floats into the water column, where it can re-release the phosphorus, leading to worse algal blooms.

Selectman Gifford – Does this algae eat the oxygen?

President Jensen – No. It has to do with the decaying cycle. The algae looks like a green dot. It is one of the very few algae that you can see without magnification. Professor Ewing has been studying Gloeo with a consortium for some time and for quite a while Panther Pond had the distinction of have the sample with the highest concentration of gloeo. In sufficient density it can be toxic to people. It requires sunlight (which we can not control – in the past few years we have had late ice on and early ice off which increases the time of sun exposure), nitrogen (which it takes from the air), and phosphorus. As you know we have worked very hard to keep phosphorus out of the water for all of our lakes and ponds. When the oxygen in the water is depleted, the phosphorus in the sediment is released and goes

into the water column. This begins a cycle of more gloeo, more decay, etc. that is hard to get out of. We are facilitating the data gathering for the Bates College Study.

**d) Restoration of Town Banner Site on Route #302 – Nathan White, Public Works Director**

Poles and support cables for a banner were erected over Rt. 302 to honor Kirsten Clark, skier, participating in the 2002 Olympic Winter Games. The banner was re-lettered when Ms Clark participated in the 2006 Olympic Winter Games. Later in 2006 the banner was hit by a passing tractor trailer truck and 1 of the poles was broken. The banner was salvaged and given to Ms Clark in 2007 along with a key to Raymond when she retired from skiing. The broken pole has not been replaced and the remaining pole is not tall enough to meet Maine Department of Transportation height requirements. It has been requested that the Selectmen consider replacing the poles and hardware to promote future Raymond events and to honor local citizens like Ms Clark.

Public Works Director White – Total would be about \$10,000 to replace poles and hang a poll. There would be MEDOT permits required.

Town Manager Willard – the remaining pole is too short and that is why the previous banner was hit.

Selectman Gifford – What is the timeline?

Selectman Bruno – Is there any concern of safety?

Public Works Director White – MEDOT is concerned with safety, they will not say no, but they do not recommend it. It would come back to the Town for liability.

Selectman Sadak – What if we did something more like the Welcome to Raymond sign? I am worried about who has to maintain something like this and which events are advertised.

Public Works Director White – If this goes forward we would need a committee to determine what goes up, who does it, etc. The Welcome to Raymond is in the right-of-way and is on someone else's property.

Selectman Taylor – I think we should do something to let people know about the events and the people who have made Raymond proud. We could come up with better ideas.

Chairman Reynolds – The banners that Gray has is closer than 50' to the road. You can see that from both directions.

Public Works Director White – When they did that the Town owned the property.

Chairman Reynolds – We could have a site at the Public Safety building. It would be easily changeable and the building always has someone there.

Selectman Bruno – In 2010 we passed a sign ordinance that has specific rules. We would need to look at the sign ordinance.

Chairman Reynolds – We would like a report back with some ideas.

**e) Tax Acquired Properties – Sue Carr, Tax Collector**

- 9 properties that had been tax acquired (foreclosed upon, but not taken possession of) have now had the taxes paid. There are copies of the quit claim deeds in the ePacket.

Vall Enterprises Inc located at Tenny Hill Estate owed a total of \$5,837.58 in taxes on 9 lots of land and have now paid in full. The map-lots are:

018-018-C00-011      018-018-C00-012      018-018-C00-013  
 018-018-C00-014      018-018-C00-015      018-018-C00-016  
 018-018-C00-017      018-018-C00-018      018-018-C00-019

**Motion** to grant quit claim deeds for Vall Enterprises Inc for the above listed properties by Chairman Reynolds. Seconded by Selectman Taylor.

**Unanimously approved.**

- 10 properties have been tax acquired (foreclosed upon, but not taken possession of) and are awaiting direction from the Selectmen for disposition.

Name	Map-Lot	Acct	Address	Use	Size	Value	Owes	After Agenda
Chapman, William & Holly	018-027-A	C5025R	Tenny Hill	Land	7.97 ac	\$49,300	\$1,725.51	Found Bank
Charrette, David & Mary	052-020-J31	C9311R	20 County Rd					Paid
Conley, Robert & Donna	015-079	C1580R	8 Craggy Knoll Rd	Home	43,560 sq ft	\$123,000	\$9,121.90	Found Bank
Cunningham, Richard	010-124	C2370R	367 Webbs Mills Rd	Home	4.4 ac	\$153,800	\$3,917.87	Found Bank
Hugo, Mike	060-007 060-017 060-006	D0360R D0361R D6004R	124 Deep Cove Rd	Land Home Land				Bankruptcy
Lewis, James & Daniel	021-002	L0880R	Notched Pond Rd	Land	19,602 sq ft	\$22,300	\$1,241.21	
Libby, Scott	041-035	S0610R	54 Boulder Rd	Land	6,534 sq ft	\$123,800	\$4,691.51	
Square J Properties	053-032	S0006R	Harmon Rd	Land	1.3 ac	\$39,100	\$2,005.84	
Steimlask, Cassie	008-106-B	G9270R	Nichols Dr	Land	7.56 ac	\$50,600	\$1,771.00	
Thompson, David	016-002-A	T0397R	9 Peppercorn Way	Home	2.1 ac	\$74,200	\$1,492.22	Payment Plan

Tax Collector Carr:

- The Chapman property – I found that their home is now bank owned and I have contacted the bank to see if this piece of land has also been foreclosed upon.
- The Conley property – They have a payment plan, however they have not paid in quite some time. Mrs Conley did give me the name of their bank and I will send the bank a letter to see if they will pay the back taxes.
- The Cunningham property – I just found out that this is bank owned and I sent the bank the amount of back taxes owed.
- Mike Hugo – He has been on this list before. He had filed bankruptcy, bankruptcy had closed, I informed the IRS of the taxes due, and then he filed for

bankruptcy again.

- Lewis, Libby & Square J I would like to put up for bid.
- The Steimlask property – The owner has discussed her valuation with our Assessor’s Agent. Any change in valuation would not affect back taxes owed. The owner has said that they are willing to enter into a payment plan. I will send her the lawyer statement which gives her 10 days to contact me.
- The Thompson property – The owner has made a payment plan.

Chairman Reynolds – 2 of the properties have already been sent to the Conservation Commission for consideration and they were not interested in them. This leave 2 new properties to send to the Conservation Commission before they are put out to bid. Is this correct?

Tax Collector Carr – There are 3 properties – Lewis, Libby & Square J to be put out to bid. Possibly the Steimlask property would be included as well. Also, the Chapman property if the bank does not own it.

**Motion** to send the 3 new properties to the Conservation Commission (Libby, Chapman & Steimlask) for consideration by Selectman Bruno. Seconded by Selectman Gifford.  
**Unanimously approved.**

**f) Supplemental Taxes and Tree Growth Penalties – Curt Lebel, Assessing Agent**

David Baker of Keystone Investment group has asked for voluntary removal of his parcel from tree growth classification. The amount of penalty (\$13,060) has been calculated and provided to Mr Baker. He has, in turn, provided a letter requesting removal.

**Motion** to approve removing this property from Tree Growth by Selectman Bruno. Seconded by Selectman Gifford.  
**Unanimously approved.**

**g) Town Office Renovations – Back Office – Sue Look, Town Clerk**

Now that the Front Office space in the Town Office has been reconfigured and is more functional, staff would like to consider improvement to the Back Office space. In meeting with the staff members it quickly became apparent that more than “paint & paper” is needed.

Town Clerk Look – About a month ago Town Manager Willard asked that I give some thought to the back office. The fact that carpet needs to be replaced and the walls need painted are obvious. Less obvious is the functionality of the space. There are simple things like when customers come from the Front Office to the Back Mary can not see them. She has no way of knowing if it is a staff member or a customer who is heading for Chris’ office. We do not have the level of security on our files that we should have due to customers being accustomed to helping themselves to the property card files and the deeds. We would like to have the files behind Mary & Kaela so the public can still access them, but not “self-serve”. Don does not have the privacy that he needs due to the thin walls and doors (which is the circumstance that initiated looking into renovations).

Town Manager Willard – And we thought that since she did such a good job with the front

office that we will just have her do the back office and it will be quite simple, but as she indicated it is not so simple as we began to talk about it. The question becomes should we try to do something with the available funds, or should we plan something for our present and future needs? We are looking for some guidance. There are some things we could do to make it a little bit better, but we are looking at a 40 year old modular building.

Selectman Sadak – I worry about the people who are waiting to see Chris who can hear everything that is going on in the back offices. To me this is an issue because people want to be able to ask questions without others overhearing them.

Town Manager Willard – There is no way to know what is coming next. There is no gatekeeping, there is no control. Walk-ins are truly welcome and people expect that when they walk in they will be taken care of, and we do, but it is very dis-jointed.

Selectman Bruno – So you don't keep that door shut that goes from the Front to the Back?

Town Clerk Look – We only keep that shut if there is no one in the Back.

Selectman Bruno – So anyone can just walk in and walk into Don's office. Why are they not stopped?

Town Clerk Look – The office is not set up that way. People can get to Don's office before either Mary or Kaela can get to them.

Selectman Bruno – But you could close that door and put a sign on it to ask for assistance.

Selectman Sadak – People just zoom through there. They know where they want to go because they have done it so many times. I have been there when someone has simply opened the door and gone out back.

Selectman Bruno – You need a sign up there.

Town Clerk Look – If we were to do that, then people would have to wait longer (and maybe that is not a big deal), but it would be more on our staff's time to determine what people needed and to direct people while trying to sell licenses, take tax payments, register vehicles, etc.

Selectman Bruno – Here is my concern. You are bringing in an architect.

Town Manager Willard – Not necessarily. That is 1 approach.

Selectman Bruno – And right there you have just increased the money needed to spend by a lot because they design stuff not to be practical but to look nice. You are starting to look at a very large project.

Town Manager Willard – That is why we are here, to get some guidance. Should we proceed as we discussed using money from contingency to make a few improvements or should we take a deeper look at this and use someone with experience with municipal design to help us? Last time we used a draftsman I believe.

Town Clerk Look – Last time around we had a wide open space to work with. We came up with a design collaboratively and we had an engineer draw out our design.

Selectman Bruno – At some point you will need to rip that whole place apart to do what you

want to do. If you are going to control flow to the back you are going to need to rip it all apart.

Town Clerk Look – The basic idea is to have Mary and Kaela to be that front face to the Back Office. So when people go out back they will get to a small area where they could see the maps, they would have a PC with signage and instructions so they could access property information and deeds in a controlled setting, and then go to a counter with either Mary or Kaela and have them be the gatekeepers for Don, Chris and Curt. I think we could design something ourselves if we had more space.

Selectman Bruno – One way or another you are going to bring in someone who can tell if walls can come down, etc.

Town Clerk Look – Correct. We will need an architect or an engineer to go over our plans and make the correct drawings.

Selectman Taylor – If you are going to make it sound proof you will need to do something with every wall.

Town Clerk Look – That is why in the designs we have discussed we have put Don's office in a new section so the walls around him could be sound proofed.

Chairman Reynolds – Hey Nate, when I walk on that floor it is echo-ie.

Public Works Director White – That's because there is nothing under it.

Chairman Reynolds – There is basement under it.

Public Works Director White – That building is a mirror image of this building. It is an old modular and is cheaply built. I believe it has 2 X 12" floor trusses. It echoes due to our pulling the insulation out 10 or 15 years ago due to rodent infestation, mold, etc. The subfloor is starting to give out by the back door.

Selectman Taylor – What do you think the life expectancy of a building like that is?

Public Works Director White – It is stick built. It is 2 X 4" construction and the roof is all trussed. The box itself is probably fine. It is sitting on a full foundation.

Selectman Bruno – If I remember correctly Oxford built these things.

Public Works Director – Yes.

Selectman Taylor – But the floors are spongy.

Public Works Director White – It is probably delaminated plywood or particle board and is weak from getting wet as people come in the door. These buildings weren't built for commercial use. These were designed to be used for 10 or 15 years.

Selectman Bruno – I thought they had like a 30 year life.

Public Works Director – It could be 30.

Selectman Taylor – That is my point, it is now 40.



Town Manager Willard – The best modular would have a 20 year design life (and I am not sure Raymond bought the best). This one has lived twice the expected life of a modular.

Selectman Bruno – They are not 40. We bought them in the mid 1980's and they were newly built at the time.

Public Works Director White – The Town Office one was moved from here in 1992 or 1993, and these were bought before the new school was built in the mid to late 1980's.

Chairman Reynolds – One of the reasons we have not done too much with the Town Office is that we have been waiting to see what would happen next door. I don't think we have any idea what is going to happen next door. If you are talking about a 20' X 20' expansion plus all the materials, pulling out the existing walls, replacing all the decking, it would not change the insulation value, but we replaced the windows, insulated up above, new roof.

Selectman Bruno – I was going just rip the whole thing down and start over again, but you have already invested all that money in windows, roof, etc.

Public Works Director White – The biggest chunk of the money has been in the old part of the building. The money spent on the newer part has been minimal in the scheme of things. It has basically been maintenance to replace the roof and insulate. We are limited in the expansion we can do to the building. We talked about moving the Broadcast Studio down to the Town Office, but there is not room to meet the setbacks. We are looking for guidance.

Selectman Bruno – I am in favor of tearing down and starting fresh, but what would you do with the employees in the mean time?

Public Works Director White – There is room to add on. You would probably spend more money adding on to what is there than to tear the whole thing down and starting again.

Chairman Reynolds – Isn't the computer room under that section?

Public Works Director White – It is under Kaela's office.

Chairman Reynolds – So Kevin is watching this at home panicking...

Public Works Director White – He is probably stroking out right now.

Chairman Reynolds – So we could find space for a temporary Town Hall somewhere as opposed to living in a construction site forever. The point is we do not know if we will ever go here. If you build a 2 story, which is one of the things Sue talked about, you would need an elevator which is a major expense, so it would be much better if we could go flat.

Town Clerk Look – One of the difficulties with expanding the current Town Office is staying within setbacks. We can not go back too far.

Public Works Director White – You could go towards the road. We would need to talk with Chris Hanson CEO to find out for sure.

Selectman Bruno – I am talking about from where it attaches to the old Town Office. Rip that out and start over.

Chairman Reynolds – So, we go down to Hancock Lumber, and we say "design us a structure with 2 bathrooms, to our specifications, because they have a design team and we

buy our materials from them and we start over. And we give Sue and the team X amount of money to get something ready for budget season next year with a good plan that is brought to Town Meeting June of 2017. In the mean time we keep our eyes open to see if anything is going to happen here. The gatekeeper thing is the part that bothers me the most. Anywhere else I need to ask to see who I am looking for.

Selectman Sadak – We already know that the Library is having problems with their building, should we include the Library in a redesign? I see the Library space issues coming soon to be addressed.

All other Selectmen said a collective, “No.”

Public Works Director White – Their building is bigger than the space we have to expand.

Selectman Bruno – I am not saying expand anything. I am saying tear down what we have and design it better.

**Motion** to approve up to \$10,000 out of Contingency to start this investigation, but encourage that you do not have to spend it by Chairman Reynolds. Seconded by Selectman Gifford.

Selectman Taylor – Does everyone who needs an office have an office now?

Town Clerk Look – Assessor’s Agent Lebel shares his office with Mary. Kaela is the one supporting Curt.

Selectman Taylor – It seems that there is plenty of room.

Selectman Bruno – The current offices are too big. With spending \$10,000 shouldn’t we go out to bid?

Public Works Director White – I think a call to Hancock Lumber should be next. If I remember right, if you buy the building materials they reimburse all the design and their design charges are minimal. I don’t see spending \$10,000 on research on this at all. I wouldn’t go any further until we do a bit more work on our end. We should go out to bid, but we do need a plan to bid on.

Selectman Bruno – I think we are jumping the gun here.

Chairman Reynolds – You may find someone in Town who would donate their services as an architect or engineer. If money is needed it can be brought to the June 21, 2016, meeting.

Motion and second withdrawn.

#### 4) Public Comment

Jessica Fay – Bill Bridges & Mike Meyers do that sort of work.

#### 5) Selectman Comment

Selectman Taylor – I would like to make a note that this is your last meeting and I appreciate all of your help to me as an individual. I have looked up to you for many years and I appreciate all

the time you have given to the community as well. I just wanted to thank you because you have been a big part of the past 12 years. Wow, you're gettin' old. ☺

Selectman Sadak – I have to second Lonnie. Thank you, Mike. You have been really patient and you put up with a lot. And you have the patience to walk me through things. I call Mike all the time and say, “OK, I just need to see a different perspective here.” And the worst thing about Mike is that he won't give you an answer, he makes you think it through and come up with your own answer. Thank you for making me think things through.

Selectman Bruno – I will just remind you that this is not your last meeting, you do have Town Meeting. Thank you for your work, I know how hard this stuff is. There are times when you sit there and say, “I don't want to do this anymore.” 12 years is a long time to do it. It is appreciated.

Selectman Gifford – Mike, I will thank you at Town Meeting then.

Chairman Reynolds – I was going to say something tonight because it is the last time I will have a microphone that I can control, at least for a while. I do want to thank all of the volunteers, the elected folks I have worked with, and especially staff for making Raymond what it is. As an elected official who volunteers I have put in a few hours, but we get to sit up here and hopefully make some decisions that are good directionally, but we don't actually execute. So the staff and the folks who work for us, those are the folks who get it done and I really appreciate all the hard work during my tenure. I am looking forward to not having some of those things to read and to figure out for a little bit. I do want to thank everyone who has been involved in the 12 years that I have been here. Thank you all as well.

## **6) Town Manager's Report and Communications**

Thank you for my part. I have really enjoyed working with you for the 12 years, it doesn't seem like 12 years. You have been great to work with and have demonstrated a great commitment to the community. I speak on behalf of all the employees in thanking you for that, for everything you have done to make Raymond a better place. You are a very analytical guy and really put a lot of time into things and that is appreciated. I know it means a lot to you to be thorough and to be well educated on all the issues. Everyone appreciates that.

### **a) Confirm Dates for Upcoming Regular Meetings**

- June 21, 2016
- September 13, 2016
- October 11, 2016

### **b) Reminder of Upcoming Election Schedule**

- Wednesday, May 25, 2016, at 6:00pm – RSU #14 Budget Vote at Windham High School
- Tuesday, June 7, 2016, at 6:30pm – Annual Town Meeting
- Tuesday, June 14, 2016, from 7:00am to 8:00pm – Primary & Municipal Elections
- Monday, May 23, 2016 – tentative date for Candidate's Night

### **c) Reminder of Upcoming Holiday Schedule**

- Monday, May 30, 2016 – Memorial Day

## **7) Treasurer's Warrant – May 10, 2016**

**Motion** to approve Treasurer's Warrant dated May 10, 2016, for a total of \$297,588.93 by Selectman Taylor. Seconded by Selectman Sadak.  
**Unanimously approved.**

**8) Executive Session**

**a) Executive Session pursuant to 1 MRSA § 405(6)(F): Consideration and Award of 2016 Town Scholarships**

**Motion** to enter executive session at 8:31pm pursuant to 1 MRSA § 405(6)(F) by Selectman Bruno. Seconded by Selectman Gifford.  
**Unanimously approved.**

**Motion** to leave executive session at 8:40pm by Selectman Bruno. Seconded by Selectman Taylor.  
**Unanimously approved.**

**Motion** to award \$1,000 to 10 of the applicants listed by Selectman Bruno. Seconded by Selectman Sadak.  
**Unanimously approved.**

**9) Adjournment**

**Motion** to adjourn at 8:41pm by Selectman Bruno. Seconded by Selectman Taylor.  
**Unanimously approved.**

Respectfully submitted,

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Susan L Look  
Town Clerk