

**MINUTES OF MEETING
MUNICIPAL BUDGET COMMITTEE
October 22, 2014**

A meeting of the Municipal Budget Committee was called to order at 6:30 PM in the Professional Development Room at Kennett Middle School with the following members present: Chairman Joe Mosca, Maureen Seavey, Doug Swett, Michael Fougere, Dick Klement, Mark Hounsell, Maury McKinney, Bill Masters, Christopher DeVries, Danielle Santuccio, Frank McCarthy, Terry McCarthy, John Edgerton, Peter Donohoe and Steven Steiner (arriving at 6:35 PM). Excused: Greydon Turner and Stacy Sand. Also present: Dr. Carl Nelson; Earl Sires, Town Manager and Lilli Gilligan, Town Finance Director.

Peter Donohoe led those present in the Pledge of Allegiance.

SCHOOL REVIEW

Dr. Carl Nelson stated he had given each member 3 documents. The first was the most current Budget Summary. As members could see, the School is in good shape in all categories. Dr. Nelson advised that he understood the Budget Summary may be new to some members, but if they had any questions after tonight, he requested that the members not hesitate to give the office a call or send an e-mail to him and they would try to respond as quickly as they could in terms of answering any questions. The School is about one-third of the way through it and 4 months down and to date about 24% of the expenditures have been made.

Dr. Nelson proceeded by stating that the other two documents handed out pertain to the up and coming Budget that they are working on now. He knows that Mark (Hounsell) has some comments a little later for the members. The first one is another two-page item which is a Memo from him to the staff providing them with guidelines to develop this year's Budget. As members can see, the School Board gave the direction of looking at a "Needs Budget" this year and they will do that. They have already met with most of the Administrators or Directors and are well on their way to putting that Budget together.

Dr. Nelson proceeded by stating that as a matter of fact, the next document which is a one-page document is the School's Public Budget Schedule and the first time they will review the whole Budget will be on November 13th and they are going to do it a little different this year. It used to be that they would go through each of the Departments, each of the Units, in the Conway Budget and then put a grand total together at the end. They are going to put a grand total together at the beginning and then go through each of the Departments and answer any questions that the School Board or public would have and that would include the Municipal Budget Committee. They are going to do it in two nights; the first which is a regular scheduled Board Meeting, they are going to take a portion of that and run through the Departments the members can see on the sheet, i.e. the District's Facilities, Transportation, Technology Unit, the Elementary Schools and the Middle School. On the 24th, they are going to come back and review the Voc/Tech Center, the High School Unit 10 which is

a district wide Budget for Conway and Unit 2 which is always exciting, that's the Special Education Budget and that, as you know, has its ups and downs. This Schedule calls for them to try and put together the first Budget and approve it by December 8th. Whether that happens or not remains a question, but it will be shortly after that if not. They would then plan on getting the approved Budget to the Municipal Budget Committee, he would hope, before the Christmas Break so that the members could have it then. If not, then it will be directly after the Christmas Break. According to this Committee's draft Schedule, the School is suppose to meet with this Committee first on January 14th. He understood that the Committee's Schedule was just a draft and that there could be changes and if there are, the School will accommodate whatever is needed to accommodate for this Committee.

Dr. Nelson asked the Committee if there were any questions. Dick Klement asked Dr. Nelson when he sees having the Warrant Articles available. Dr. Nelson stated he would see that some time during the first part of December, about the time they are approving the Budget, they should be approving the Warrant Articles.

John Edgerton asked Dr. Nelson if the Committee members could get a copy of the census in the schools, each class and how many students are in each class. Dr. Nelson stated they do have that; each of the Administrators has been asked to turn that in and that will be a packet that will go to the Board and it will be available when they start discussing the Budget. John stated some time we get it in December, but he was wondering if we could get it earlier. Dr. Nelson stated they are always October 1st numbers, that's what they use and they have those already and they could provide them to the Committee.

Chairman Mosca thanked Dr. Nelson for coming in.

Chairman Mosca asked Mark Hounsell if he wanted to add anything to what Dr. Nelson presented. Mark advised that he did and that he had to write it out in order to figure out how to explain it. He thought he understood it quite well and handed out a narrative and calculations that go with the narrative. It's not real complicated, but bear with him and he can read it and then he thought he could field any questions if there are any. Mark further stated that he thought it was good news.

Mark Hounsell stated he would like to read the narrative for the television audience:

"I am reporting to the Municipal Budget Committee the positive impact resulting from the fact that the school district has returned to the Conway Taxpayers \$729,628 in unspent appropriations and has forwarded to the town unanticipated revenue totaling \$767,458."

Mark Hounsell stated he wanted to clarify something before moving on; he was using and he chose to use the word 'forward' because it's equivalent of taking money that's earmarked for education and sending it into the overall municipal coffers. The actual accounting that takes place

is that because of this additional revenue there's no need to draw from the tax base, the property tax base, if you will. So in a sense it's revenue that's functions of school activity going into the overall coffers which is not necessarily a bad thing. He uses the term 'forwarded' because it came to the town through the School.

Mark Hounsell proceeded with reading the narrative:

"The cumulative savings of \$1,497,086 represents almost 12% savings to the district property taxpayers.

"It is sometimes difficult to explain just how these savings will be presented on a tax bill. However, having had conversations with our Tax Assessor, Tom Holmes it is accurate to state that in Conway a homeowner with property assessed at \$200K will be paying approximately \$216 less in their school tax assessment due to the return of the unspent appropriations and the forwarding of unanticipated revenue totaling \$1,497,086.

"This happened due to the hard work of our Superintendent and our administrators, as well as with the oversight and valued input from the school board and the municipal budget committee.

"As we approach the next budget I believe the process used by the school board of asking for what we need and only spending what we need (not what we have) has served us well and we should continue moving forward in this manner.

"Mark Hounsell, School Board Representative to the Municipal Budget Committee".

Dick Klement asked for the Town, does that mean that the December tax bills will reduce the bill by an overall \$1.5 Million since this is returned money that the Town already had. Earl Sires stated he believed and was not 100% sure as he has not been involved this conversation too much, but he was not sure if it was an impact on this year's tax rate or next year's Budget. Mark Hounsell stated it's probably a combination of both in some instances because of the billing cycle. He would say that it is probably going to be realized kind of obscurely. You have to go look for it, but it will be found pretty much in a change in the School Tax Rate that was unanticipated. Earl stated it functions as Revenue against the School Budget, so what Mark's saying is correct: you have to raise less revenue because you already have this money from last year sitting there. That's where the impact and offset and reduction comes to the taxpayer. To be honest he couldn't tell if it comes with this next tax bill or the first one for 2015. It's one of those two.

Mark Hounsell stated if you take a look at the second sheet that has the calculation, the District Assessment is the amount of money that is raised by property taxes in the Town of Conway after everything is all said and done. It's not the School Budget, it's the amount that the

property taxpayer in Conway has to pay. There's an additional \$3.4 Million that they have to pay anyways because there's a State rate, but then that same money is returned back. Actually this is just to show the impact of what happens to the part of the property tax we have control over which is what he called on the sheet the "District Assessment".

Frank McCarthy stated he wanted to take this opportunity to commend the School Board and Dr. Nelson for taking this action. What it indicates to him is that they are on top of budgetary law and they are following the law. He commends them.

Maury McKinney stated any time you see an increase in revenue and a decrease in expenses, that's good. Maury asked Mark Hounsell to touch on some of the unanticipated revenue and the sources for that. Mark stated he didn't bring that sheet and knew that there were copies provided to the members of the Committee. Some of it was a refund from Employee Benefits - Health Insurance; some of it was in Catastrophic Aid; some of it was in Tuition money that wasn't anticipated. There was a fair amount from Special Education; different things total it. He didn't have the document showing the exact with him.

Chairman Mosca thanked Mark Hounsell for the information.

TOWN REVIEW

Lilli Gilligan, Town Finance Director, stated she had passed out both Revenue and Expenditure Reports at the beginning of the meeting. The first two pages is the Revenue Report and the last seven pages are the Expenditure Reports. The expenditures should be at this stage of the game 21% less and as you can see on the last page we are at 21.96% left. There are several items that have been fully paid, such as the Bond for the Library, the Audit, the first 4 elections - there's only one election left; whereas other items such as Payroll is paid bi-weekly and that would be right at the 21% mark. The area of note is that the Town had several people retire this year that were unexpected so there's Earned Benefits that have been far overspent in different areas within the Town and the Police Department, as well as the Library. The effect of staffing levels at the Police Department has left the Police Department with an overspent overtime line which is certainly expected since they have been running at an average of 4 positions not filled so they are filling them with current employees who, once they have worked their 8 hour shift, have to work an overtime shift. They've been doing as much as they can to not fill during periods where they didn't anticipate a lot of police activity and can be commended with having 25.72% left in their Budget considering those tough, unexpected events.

Lilli Gilligan further stated that the other big thing that happened in town was the collapse of the River Street Culvert. The Town has spent a great amount of money on engineering and the temporary bridge. Almost \$50,000.00 has been spent on that. The expectation was that the Town would be able to apply for and be successful in receiving a FEMA Grant. The Town was denied so that all falls to spending here. There really is nothing

else that stands out. Lilli asked if there were any questions, she would be happy to answer them.

Chairman Mosca stated in the Highway there is 13% left/remaining; is there enough money throughout the whole Budget to cover. He sees that the Town is at 21% and did that mean if everything stays static that there will be enough money to get through the year without over expending. Lilli Gilligan stated that is certainly the hope. All Department Heads have been put on notice for tightening of belts and that sort of thing. There are two adjustments that will be made: there was a project done at the Pine Tree School that involved paving and drainage work that the school will be reimbursing the Town for. Those figures have not yet been calculated. The Town has the list of all of the items that were purchased and they are not charging labor to the school, just the pipes and such that were necessary to do that. It will be re-looked at and make the necessary adjustments. If adjustments need to be made for the denial of the FEMA Grant coming from somewhere else, they will look at that as well.

John Edgerton asked when is the Rooms and Meals received. Lilli Gilligan stated December 31st. Thank you for noticing.

Mark Hounsell stated he was kind of looking at the format and he was pretty familiar with all of it and he saw this interest on TANS. When he left the Select Board in April 2009, he thought it was almost unheard of that we ever spent money for Tax Anticipation Notes. Lilli Gilligan stated Tax Anticipation Notes are a line of credit. Mark stated he didn't think it had ever been used. His question is: what has been the growth of expenditures for interest on TANS each year. Don't drop what you're doing. Earl Sires stated he didn't have it handy and he could certainly look at it, but it varies and the Town has used it some times and Mark was right in that the Town hadn't had the need to. It just all depends on how revenues are coming in. Lilli, like Lucy (Philbrick), does a good job of communicating with the School and making sure we understand because they're the largest demand on our cash. Mark stated it probably had a lot to do with the 2008 recession. Earl stated since that time we have been drawing on TANS more often. Mark stated he just remembered that it didn't seem like we ever spent. Lilli stated the need for TANS because there is approximately \$2 Million in unpaid taxes in Town, so those lack of funds result in the need for borrowing because the Town is obligated to pay what they've purchased. Mark asked if that amount of unpaid property taxes unusual, not in the amount, but in the ratio between the total valuation. Earl stated again he didn't have exact numbers but in talking with Rhoda (Quint), Town Tax Collector, the number has been increasing but not dramatically.

Dick Klement stated he had two questions. One, in the Highway Department, is the Salt Shed full? Earl Sires stated he believed it was. Dick further stated that he noticed in the Police Department numbers you include all of their benefits under the Police Department, i.e. liability, medical insurance, life, etc., but for the rest of the Town it's "lumped together" under Employee Benefits. If he were to look at for example the Executive, he would then have to add to that total cost of Executive these other benefits. Earl agreed. Dick asked the other members if it would help

the members better understand what the costs are if some how the members could get a notation of a breakdown of these benefit costs by section since the Police do it already for themselves. Chairman Mosca stated that's because the Police do their own Budget. Dick stated but the Police work for the Selectmen. Chairman stated right, but the Commissioners set up their Budget. Earl stated the real reason it's not shown in individual Budgets is because it's all included in one: the Employee Benefits section because there was a concern, and this was before he got here, as an employee's status changes, they get married or divorced, they have families, the impact on the insurance amount is up and down irregularly he supposed one could say, so the idea was to not have these changes every year in the individual Departments. It's sort of the same thing though with everybody in the one Department as big as the Police Department lumped into one line, it's not like you are able to break that out into individual Lieutenants or employees or anything like that.

Dick Klement stated but the School does that. When the School presents their numbers to us, it's by line item, it's all there. We have some Departments that you have that are quite small, so if you have a Department Budget of \$51,000.00 or \$50,000.00, that doesn't include the Benefits. The Benefits may be \$35,000.00.

Lilli Gilligan stated the reason that these Benefits are in this separate category is because that is the way the DRA expects the Budgets to be reported to them. The DRA Budget reporting is very different from how we look at things and they like to see Emergency Services in one, they want all Police into one including their benefits, they want all Library into one because they're run by Trustees and then they want to know what the cost of Assessing is as opposed to the cost of the Assessing Benefits. To make it flow much more easily and accurately to the DRA with the multiple reportings that have to be done throughout the year, these account lines were set up into the accounts that match and mirror the DRA's reporting styles.

Mark Hounsell stated he could see where the information that Dick (Klement) is seeking would be valuable to a management team, but as a member of an over sight committee such as this, he didn't see any value in having those kinds of breakdowns. He'd rather just have it the way it is presented. It is kind of interesting, again when you are in the management side, to be able to quickly tell those numbers, but again as an oversight committee, it's not really anything that's he's really interested in.

Maureen Seavey stated the Town does do it in Solid Waste because the other towns pay part of that. Lilli Gilligan stated absolutely, thank you very much for saying that. They do it in Solid Waste because of the charge to Albany and Eaton for their use.

Peter Donohoe stated on the School Buses, he imagined the \$35,000.00 is what's appropriated for repairs; given how low it is he imagined it reflects the turn around cycles of the buses now being shortened as of late and has that Budget item been adjusted downward and, if it has, can it be adjusted down even further. Earl Sires stated they are going to take

a look at it because Peter was right because they have changed their schedules and it looks like it is going to have an impact on repairs.

Peter Donohoe further stated on the Solid Waste reimbursement for hauls are down a lot; is there a quick explanation. Lilli Gilligan stated the reimbursement for hauls has been done through September 30th and, to be quite honest because she didn't put together last year's figures she wasn't sure if there was an expectation for more traveling or further distance traveling. The hauls are reimbursed at the cost of the employee to haul items that are not picked up. They travel to Worcester (MA) with mattresses and furniture. They travel to Epping (NH) with plastics. To be quite honest she was not quite sure if it was just a reduction in the number of items that are being recycled, it's not a larger truck, it's not a change of staff, it's just a reflection of the volume that is coming into the Transfer Station.

John Edgerton stated he read something about TANS. Some people he didn't think understood that the Budget is from January 1st to December 31st. The first taxes collected for that are on July 1st and the last tax on December 1st, the Town has to operate, it has to borrow money. He was Treasurer for 11 years and we borrowed every single year. The advantage was that the School runs July 1st to July 1st and from January 1st to July 1st we can run on the School's money and it decreases the amount of borrowing. We still have to borrow because we don't collect the taxes until December 1st.

Dick Klement stated he did a quick calculation. If you leave out the Police Department, the total Budget is about \$6.7 Million and your lumping together almost \$1 Million in Employee Benefits. He would like to know if the Town is running an office for \$50,000.00 and you're going to tack on another \$35,000.00, it's \$85,000.00 but they may only have a working Budget to spend of \$50,000.00. Are we doing the right thing with this money? Should we outsource that? He guessed that the thing, you give somebody ... perhaps if we can't do something officially, if it's not our main effort or thrust, if you outsource it, it may, in fact, be cheaper because you don't have to pay those extra benefits and that's where we are getting hung - it's with the benefits. Is it possible for us to receive an annotation to say what benefits go with this basic line item; how many go with Executive; how many go with Election; how many go with Finance; break it down that way.

Earl Sires stated you could also estimate on any of these per employee of about 40% to 45% of their salary for total benefits. Dick Klement stated except the lower salaries percentage wise may be close to 100% of the benefits. Earl stated that could be depending on if you have a Family Plan insurance situation.

Earl Sires stated if you're looking at things that could be outsourced because they are not part of what you would see as the mission of the Town or the primary mission. You ought to look at that because the benefits sort of track the same across all the Departments. So, the benefits shouldn't be what drives your decision about what you think we should or shouldn't be doing, you should look at what it is we are doing and decide

whether you think we should be doing that or not. The benefits, the salaries and the costs will follow. That would be his take on it anyway. Whatever the Committee asks for, they will be happy to provide.

Mark Hounsell stated he had to chime in on this so that you don't get the idea that the full Municipal Budget Committee agrees with Mr. Klement's approach. As far as finding a way to end the cost of benefits, as though benefits aren't earned. Putting the type of burden on a segment of people called "workers" by taking away what little bit they have is backwards thinking and contrary to what's necessary to make this a stronger nation. That's a little bit political, but he's going to make sure that you (Earl Sires and Lilli Gilligan) don't get the impression that everyone on this Committee agrees that we will balance the Budget on the back of working people.

Dick Klement stated he was not running for office, so he wouldn't make an impassioned plea, but at the same time he asked if the Board was interested in requesting this. He was very specific in that; he didn't say "should", he asked if they "would". Dick further stated that he would shut up now.

Earl Sires stated just a note on the tax bills, they are experiencing a little bit of a problem. They were hoping the bills would be ready to go out in a few days, by November 1st so that they would be delivered in a timely fashion and for two reasons: 1) they didn't want to see the bills go out late and arrive in people's mail boxes around Christmas time, and 2) the cash flow discussions we've had before. They need to start getting the revenue in. It looks like there is a problem with the County's filing a particular form. The Town has been in contact with the folks at DRA and with some of the County Delegation members and also with the County staff. Although they are trying to get this information together, it may cause the Town's tax bills to go out late. He wanted to give the members a heads up on the situation. They are working on trying to get that straightened out, but that is a potential cloud on the horizon.

Earl Sires stated that the Town has provided the Selectmen's Budget Schedule where they will be talking about the Budget. Obviously Budget Committee members are welcome to those meetings. They plan to have the Town Budget wrapped up by the third week in December; available to the Budget Committee sometime around then and we meet right off the bat in January to start talking about the Town's Budget with this Committee.

Earl Sires asked Chairman Mosca if he wanted to take a look at what is presented to the Selectmen and have copies made available to the members of the Budget Committee. Chairman asked that copies be made. Earl stated like last year, we will give you a stack and you can make your own folders and it will be put on-line. Chairman agreed. Selectmen are going to see the Budget on the 18th to start their review; he is working with the Department Heads now and he would say that theirs is a "needs based" Budget every year. Their folks are used to asking for only what they need and they don't anticipate any major issues on the Operating Budget.

Earl Sires stated Lilli (Gilligan) mentioned the culvert on River Street; two things: 1) as she mentioned, we are going to have to fund that ourselves so they are looking at that as being a single year impact next year some where in the \$200,000.00 to \$250,000.00 range. As he mentioned before, they have done a study of the other culverts in town and there are several others, three or four other culverts that are of the same vintage as that one and so we are going to have to prepare to deal with those. The capital side of the Budget will be something they need to spend time on this year for sure because it's going to have some unusual challenges in it. A heads up to everybody, they will be closing River Street next Monday, Tuesday and Wednesday, probably will have it back open Friday morning at the latest. They are pulling up the temporary bridge and are going to put in some temporary culverts and fill it back in so that it is more or less at grade, pave it so that it can be maintained during the winter. They had thought that they might leave the temporary bridge in there, but this just looked like a much better idea and they could do it for about the same price in-house as they could have it taken care of by a private contractor. That's coming. Unless there are any further questions, that's all they have for today.

Frank McCarthy stated just for the record, he would like to have it known that a minimum of 30 line items, the appropriations for those 30 line items, as of the end of October have already been exceeded.

John Edgerton asked Earl Sires if the new well at the Town Hall would be a minimum amount of money. Earl stated that's along the same line as capital issues this year. Earl further stated that John was talking about the well that they were looking at. Long story: Town Hall provides water to not only Town Hall but to 6 or 7 other locations: residences, a Church and the Fire Station in Center Conway. Conway does that because in about 1950 or so a salt pile contaminated the shallow wells in the neighborhood and the Town stepped up and has been providing water. The Selectmen have started conversations with those neighbors. The problem with the Well is that the casing is perforated from rust, it's 65 years old or whatever it is, so it's got to be fixed. Long story short: it looks like they are looking at a proposal to put a new Well in located farther back in the woods on property the Town has behind the Public Works, keep it out of the operations area and work with the owners of these properties to come up with a collective approach where they're not only helping fund the investment in the new Well, but an operating fee monthly because while the Town feels that they provide water or clean water, there's not really an obligation to provide it for free. They have been talking about a Warrant Article that would ask for some where in the \$20,000.00 to \$25,000.00 range to do the Well and hook the Well up to the system. They would then spread the payments out for the users on the system over 20 years so that they would pay that back over time. Earl didn't think it was a minimum, but it's probably the best and most cost effective approach.

Mark Hounsell stated in effect, you would be operating a public system. Do you have to have any PUC over sight in this instance. Earl Sires stated that's part of their research into the proposal. They are trying to figure out a way, the Selectmen want to see some participation so they are looking into that. Dick Klement stated so this would the start of the

Center Conway Water District. Earl stated it would be the start of a small little water system that gives everybody clean water. Dick stated with 6 Commissioners. Earl stated he would hope not. Mark stated the last he knew there were 28 public water systems in Conway. John Edgerton stated it's actually the only water system for the Town of Conway. Earl stated it's the only water system that the Town of Conway per se runs, correct.

Chairman Mosca thanked Earl Sires and Lilli Gilligan for coming to the meeting.

APPROVAL OF MINUTES

Dick Klement moved, seconded by Michael Fougere, to accept the Minutes of August 20, 2014. In favor: 12; Opposed: 0; Abstain: 3 - Steven Steiner, John Edgerton and Peter Donohoe.

Mark Hounsell moved, seconded by John Edgerton, to accept the Minutes of April 30, 2014. In favor: 12; Opposed: 0; Abstain: 3 - Danielle Santuccio, Frank McCarthy and Terry McCarthy.

OLD BUSINESS

Chairman Mosca brought the Meeting Schedule to the attention of the members which was e-mailed to everybody. Chairman asked what the members thought of the Schedule as it pretty much mirrors the same Schedule that has been used for the past 2 years. Chairman asked for any comments. Maureen Seavey stated that the Chairman was going to get a copy of the Schedule to her last meeting since she couldn't open the e-mail. Chairman advised that he would make copies and/or e-mail it to the members.

Frank McCarthy asked Chairman Mosca to go over the dates. The dates are as follows:

- December 17, 2014 - next meeting; questions for the Town and School;
- January 5, 2015 - Town Budget Overview - Library, Assessing and Finance;
- January 7, 2015 - Town Budget Overview - Precincts, Planning, Elections and Public Works;
- January 14, 2015 - School Budget Overview - all Departments;
- January 21, 2015 - questions for the Town Departments - Conservation Commission, Police, Recreation and review the Warrant Articles;
- January 28, 2015 - School Budget;
- February 2, 2015 - final questions to the Town and School;
- February 4, 2015 - Non-profits;
- February 10, 2015 - Petitions for Warrant due;
- February 11, 2015 - Public Hearings for the Town, School and Precincts;
- February 12, 2015 - vote on all Budgets;
- March 2, 2015 - Deliberative Session for the Town;

March 4, 2015 - Deliberative Session for the School;
April 14, 2015 - Election Day.

Frank McCarthy asked Chairman Mosca if he could send the Schedule again. Chairman agreed to do so. Maureen Seavey stated that she went to the Town Hall to obtain a copy of the Schedule and Karen (Hallowell) advised that she did not have it. Chairman stated that it could be that until the Schedule has been voted on, it isn't official.

Chairman Mosca advised that all of the meetings are here except for the night that the Committee actually votes on the Budgets and that meeting will be at the Police Station because this room is being utilized. He will make sure that this gets out to everyone again tomorrow and if a member does not receive it, let the Chairman know.

Dick Klement moved, seconded by Michael Fougere, to accept the Schedule as written. In favor: 15; Opposed: 0; Abstain: 0.

NEW BUSINESS

Dick Klement stated he saw today on the internet that it has been announced a 1.7% Social Security, government employee raise. He was sure that we would be seeing 4% and 5% raises coming from the Town and/or the School. Chairman Mosca stated a whole \$38.00 a month for most people.

Chairman Mosca stated he was selling his house and would be moving 2 weeks from yesterday, don't know where he is going and he would be staying in town for at least 6 weeks. He didn't know where he was going to be come the end of December. He is going to do his best to stay in town, but he wanted it to be known to everybody that he may not be here come Budget Season. He is doing his best and there are a lot of people trying to find him a place to live in town. He wanted that out there, on the record. If he is here, he is here and if he's not, he thanked everyone for their good work, but he thought he would be seeing everyone in December.

Dick Klement moved, seconded by Michael Fougere, to adjourn the meeting at 7:20 PM. Motion carried unanimously.

Respectfully Submitted,

Iris A. Bowden, Recording Secretary