



# **Town of Amherst, NH**

## **BOARD OF SELECTMEN MEETING MINUTES**

### **Barbara Landry Meeting Room**

### **2 Main Street**

### **Monday, November 23, 2020 6:30PM**

1       **1. Call to Order**

2       Chairman Peter Lyon called the meeting to order at 6:30 p.m.

3  
4       Attendees by Zoom conference call: Chairman Peter Lyon, Selectman Dwight Brew,  
5       Selectman Reed Panasiti, Selectman John D'Angelo, and Selectman Tom Grella.  
6       Also present: Town Administrator Dean Shankle and Kristan Patenaude, minute taker

7  
8       Ways & Means Committee Members present: Lisa Eastland (Chair), Danielle Pray (co-  
9       chair), Scott Tuthill, Matt Seiler, Mike Parisi, Bill Loscocco, James Kuhnert, Lori Mix  
10      (alternate).

11  
12      Other attendees and the public accessed the meeting via Zoom.

13  
14      Chairman Lyon explained that, pursuant to the State of Emergency declared by the  
15      Governor as a result of the COVID19 pandemic and in accordance with his Emergency  
16      Order #12, this meeting is authorized to take place electronically. There is no physical  
17      location to observe and listen to this meeting. However, in accordance with the  
18      Emergency Order, we are:

19  
20      Utilizing Zoom teleconferencing for this meeting. All members of the Board have the  
21      ability to communicate during the meeting through this platform and the public has access  
22      to contemporaneously listen and if necessary, participate in the meeting by dialing +1 312  
23      626 6799 and using a webinar ID of 828-3681-1778 or by using the link contained in the  
24      agenda posted at amherstnh.gov.

25  
26      Notice of the meeting and means to access it were previously posted in accordance with  
27      law. Members of the public that have phoned into the meeting can raise their hand by  
28      pressing the \*9 on their phone, in order to make it known that they would like to speak to  
29      the Board. If anyone has a problem accessing the meeting, please call 603-440-8248 for  
30      assistance. In the event the public is unable to access the meeting, the meeting will be  
31      adjourned and rescheduled.

32  
33      All votes will be taken by roll call and for ease, in alphabetical order.  
34      Lastly, the meeting is being recorded and will be replayed on ACATV.

35  
36      The Board started by taking a roll call vote and stating if they were alone.  
37

Roll call vote: Selectman Brew – present; Selectman D’Angelo – present; Selectman Grella – present; Selectman Panasiti – present; Chairman Lyon – present. All noted themselves as being alone.

## **2. Citizen’s Forum – none.**

## **3. Appointments**

### **3.1 Rick Katzenberg – Health & Human Services Summary Report 2020**

Rick Katzenberg stated that he is acting as chair for this Souhegan High School senior project, put together by Tylee Jancar and Amelia Wysor. He explained that the money being requested of the Town by these Health & Human Services groups is a deal in relation to the services being provided to the Town. He believes it is important for the Town to fund these agencies and that the need of these agencies is greater now more than ever. He noted that the total amount being requested of the Town, \$50,000, has not gone up, although the requests from the agencies were more. He also noted the importance of these groups, for example, the Home Health Hospice group serviced 171 of Amherst’s seniors this year.

Selectman Brew thanked everyone involved with the project. He noted that the services provided by these agencies would ultimately fall to the Town to provide, if not for these groups.

In response to a question from Selectman D’Angelo regarding increasing the total amount paid to these agencies, Rick Katzenberg explained that the agencies know that the Town is usually strapped to pay more to the organizations and so usually only request the same amount each year. Rick Katzenberg stated that he would love for the Town to support these organizations more.

*A MOTION was made by Selectman Grella and SECONDED by Selectman D’Angelo to increase the total amount paid by the Town to these agencies by 10%, or \$5,000, at the discretion of the Health & Human Services Committee.*

Selectman Panasiti stated that he believes the amount currently being paid by the Town seems to be in line with what’s being requested by the agencies at this time.

In response to a question from Chairman Lyon, Rick Katzenberg stated that he doesn’t believe there’s any way to adequately compensate these groups for their services. The agencies do receive funding from other sources but do so much for so many. The agencies receive funding from each town they service, some state tax money, donations, and some also receive federal funding.

Selectman Brew stated that he generally agrees that the Town should contribute more to these organizations but is reluctant to pick a random number to increase the amount by. He would like for the contribution to be indexed to determine the correct amount to increase the amount by over time.

Selectman D’Angelo stated that the Town has been contributing \$50,000 for a bit. A 10% increase seems like a lot per inflation, but it’s not a lot per the need for these services.

Selectman Panasiti stated that he would like to look at indexing the contribution amount over the next few years.

Rick Katzenberg requested that the Board not look to index the contribution based on the COLA, but that the Committee be allowed to review the numbers to find the correct amount to possibly increase the contribution by.

*A MOTION was made by Selectman Grella and SECONDED by Selectman D'Angelo to table his previous motion until the next Board meeting.*

*Roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

#### **4. Administration**

##### **4.1. Administrative Updates**

Town Administrator Shankle explained that Primex, the Town's insurance company, has sent along updates regarding COVID-19 that the staff will review on Wednesday. He also noted that the two appeals being made by TransFarmations, Inc. regarding the Planning Board's decisions, have been consolidated into one appeal. This should be heard by a judge on December 17, 2020, but the motion to dismiss made by a lawyer representing some of the abutters to the case may delay this.

##### **4.2 COVID-19 Task Force Update**

Jennifer Stover, Executive Assistant, stated that the group last met on the 16<sup>th</sup> to discuss moving towards requiring all employees to wear masks when not seated at their desks. The group is also looking into how to separate the Town Hall workforce so that the Town will be able to continue to conduct business and not close all Departments, if an outbreak occurs. The group is also looking into quotes for cleaning companies to come in and clean Town Hall, if a positive case were to occur.

#### **5. Staff Reports**

##### **5.1 FY22 Budget and Warrant Articles**

Cheryl Eastman, Finance Director, stated that she and Town Administrator Shankle met with all Department Heads to go line-by-line of the budget and find any places that could be reduced. She noted that some of the larger increases in the budget for FY22 include the Town's retirement contribution, the collateral bargaining agreement, the Souhegan Regional Landfill contribution, insurance rates, Pennichuck Water increases, and software licensing.

In response to a question from Chairman Lyon, Town Administrator Shankle explained that the \$12,000 request for the Master Plan came from the Planning Board as it hopes to be ramping down from the process in FY22.

In response to a question from Selectman D'Angelo, Cheryl Eastman explained that the DPW lease/purchase line amount has not been added back into the budget yet because the Board was still in the middle of discussing this item and hasn't yet voted on it.

In response to a question from Selectman Grella, Cheryl Eastman noted that the total delta of increases/decreases to the FY22 budget is \$223,798.

132 In response to a question from Selectman Panasiti, Cheryl Eastman stated that the impact to  
133 the tax rate for the Operating Budget was \$4.98 in FY21, versus a projected \$5.46 for FY22.  
134 This number is skewed by about \$0.54 because the number to be used from the unassigned  
135 fund balance to reduce taxes has not yet been agreed on.

136  
137 In response to a question from Chairman Lyon, Cheryl Eastman explained that, if the Board  
138 decides to follow its policy and return 50% over the extra 10% of the unassigned fund balance  
139 to offset taxes in FY22, this amount will be approximately \$460,000.

140  
141 Chairman Lyon noted that the tax impact on the average \$355,000 house in Town based on  
142 this current budget is \$77.06229.

143  
144 Selectman Brew explained that he would rather project the budget as if the warrant articles  
145 will pass, meaning that an extra \$200,000 will be used from the unassigned fund balance to  
146 fund the extra Police Station renovations. This would mean that the amount used to offset  
147 taxes would only be \$260,000, not \$460,000.

148  
149 Cheryl Eastman noted that, if the \$260,000 figure is used, the tax impact would increase to  
150 \$117.73 on a \$355,000 home.

151  
152 Chairman Lyon explained that he spoke with Town Attorney, Bill Drescher, regarding the  
153 DPW lease/purchase line item issue. Attorney Drescher didn't seem to believe it would be a  
154 large issue to discuss the potential DPW truck/equipment purchases at the Deliberative  
155 Session and explain that the Town reserves the right to use a different purchasing schedule if  
156 need be. Attorney Drescher did, however, have a concern about leaving the lease/purchase  
157 line in the budget and the voters then voting on a default budget for the Town. This would be  
158 an issue because part of the lease/purchase agreements must include an out clause as to not  
159 commit future year town budgets. This clause means that the Town could potentially lose the  
160 trucks it currently has a lease/purchase on, and not be able to lease/purchase other trucks, if  
161 the voters agreed on a default budget.

162  
163 Town Administrator Shankle noted that a lease/purchase could commit the Town to long-term  
164 debt. This type of agreement would usually require a super majority vote, but because the  
165 lease/purchase line is included in the budget, there is the need for this opt out clause.

166  
167 Chairman Lyon explained that putting the DPW vehicle replacement funds into a Capital  
168 Reserve Fund (CRF) would allow for the Town to be flexible and buy the vehicles when  
169 needed, not simply when scheduled to be replaced. He spoke to DPW Director Eric Hahn  
170 about this item, and Eric Hahn stated that he would be comfortable transitioning the line item  
171 over to a CRF over the period of a couple of years. This means that some money would be  
172 kept in the lease/purchase budget line item, while transitioning over to a CRF, while keeping  
173 the same bottom-line amount.

174  
175 Selectman Brew reviewed the DPW non-capital equipment (less than \$20,000) replacement  
176 schedule with the Board. He suggested that these items be replaced out of the operating  
177 budget. He also reviewed the DPW capital equipment replacement schedule. He suggested  
178 that the CRF initially be funded with \$120,000/year and increased to \$260,000 in the third

year, as the lease/purchase budget line item is phased out. In looking at the replacement schedule, the CRF will get close to zero in a few different years, based on projected expenditures, but will never go negative, and then will then continue to build back up. The total amount to be requested for the CRF may need to increase due to inflation.

Selectman D'Angelo stated that he would like to see the opinion from Attorney Drescher, in writing, that explains that the Town will not be able to make lease/purchases on new equipment and might lose the equipment that it already has lease/purchase agreements on, if the Town is dealt a default budget. He would also like to see advice from the NH Municipal Association on this. He believes it would be crazy for the Town to zero out the lease/purchase budget line item and hope that the voters will fund a CRF to make these purchases. He explained that he doesn't think it makes sense to have a CRF that will almost be drawn down to zero some years, based on projected purchases. He believes a better solution would be to increase the budget line item for lease/purchases by \$50,000 and put enough money in the CRF to purchase a piece of equipment outright. If all of the money is not spent from the budget line item, it will be returned to the taxpayers anyway. He does not believe that the purpose of a CRF is to put in funds and almost draw it down to zero some years. He is confused as to why the Town would move away from the way it's currently doing this process, which is working well.

Selectman Grella stated that Town Counsel's advice should be primarily considered. He believes it would be a bad choice to move towards a process that could allow for existing lease/purchase vehicles to be taken back from the Town.

Selectman Panasiti stated that he sees both Selectman Brew and Selectman D'Angelo's points. There is not an easy fix for this problem because the DPW has so many vehicles. He likes the idea of putting some funds into a budget line item and some funds into a CRF. He would then support the idea of moving all funding into a CRF over the next 4-5 years, according to the spreadsheet created by Selectman Brew.

Chairman Lyon stated that he fully supports the plan, as outlined by Selectman Brew. He believes the voters will support a well thought out and described plan for the proposed CRF.

Selectman Brew stated that his suggestion is to increase the budget by \$130,000 for this line item, because there is already \$46,500 in this budget line item. The proposed CRF would then be reduced by that same \$130,000 amount of money.

Selectman D'Angelo disagreed with this suggestion. He suggested that the CRF not be proposed to the voters this year, as the schools are going to be asking for huge amounts of money and he is concerned that the proposed CRFs will not pass. He instead suggested that \$50,000 be added to the budget line item and that this issue be readdressed next year.

*A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti that, to address DPW replacement vehicles, the Board budget approximately \$46,500 for next year's payment on the existing lease/purchase, that the Board budget \$130,000 in the budget for new vehicle purchases, and that a Capital Reserve Fund for DPW replacement vehicles be placed on the ballot for \$120,000.*

226 *Roll call vote: Selectman Brew – aye; Selectman D’Angelo – nay; Selectman Grella – aye;*  
227 *Selectman Panasiti – aye; Chairman Lyon – aye. 4-1-0; motion carried.*

228  
229 Chairman Lyon explained that there is a request for the Recreation Department to include  
230 \$21,500 for part-time field maintenance hours.

231  
232 Recreation Department Director, Craig Fraley, explained that the Department has not  
233 increased its budget for field maintenance since 2017, but has taken on new properties, such  
234 as Buck Meadow and Birch Park that need to be maintained. This request is for a part-time,  
235 year-round position for field maintenance.

236  
237 In response to a question from Chairman Lyon, Craig Fraley stated that this position will be  
238 approximately 29 hours/week. The net increase in the budget will be \$21,500. There is an  
239 additional \$7,000 already proposed in the budget for part-time maintenance and some of that  
240 funding will also be going towards this position. The total amount needed is \$28,000.

241  
242 In response to a question from Selectman Brew about other Recreation financial needs, Craig  
243 Fraley explained that most of the other necessary items that might increase the Department’s  
244 budget would come from the Revolving Fund.

245  
246 In response to a question from Chairman Lyon, Craig Fraley stated that in the winter this part-  
247 time position would maintain the ice-skating rink and do custodial work for the gyms in  
248 Town.

249  
250 *A MOTION was made by Selectman Panasiti and SECONDED by Selectman Grella to*  
251 *include \$21,500 in the Recreation Department maintenance budget for a part-time assistant.*  
252 *Roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*  
253 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

254  
255 The Board discussed including a possible COLA into the budget.

256  
257 Town Administrator Shankle explained that the Bureau of Labor Statistics for the New  
258 England Region set a COLA for October 2019-2020 at 1.1%. The Department of Social  
259 Security set a COLA of 1.3% for 2021.

260  
261 Chairman Lyon explained that a 1% COLA would be an increase of approximately \$54,000 to  
262 the budget. A 1.5% COLA would be an increase of approximately \$80,000; a 2% COLA  
263 would be an increase of approximately \$106,000.

264  
265 Selectman Brew stated that he is considering a COLA of either 1.25% or 1.5%. He believes  
266 these amounts are justifiable for the Town’s employees.

267  
268 Selectman D’Angelo and Selectman Grella both agreed with a COLA of 1.5%.

269  
270 Selectman Panasiti suggested that the Board consider the 1.1% COLA, based on the Bureau of  
271 Labor Statistics numbers.



Chairman Lyon stated that he agrees with the 1.5% figure.

*A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to set a COLA of 1.5%.*

*Roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

The Board and Ways & Means discussed the unassigned fund balance. Chairman Lyon explained that the Board returned \$940,000 from last year's unassigned fund balance to offset taxes and is proposing to use \$200,000 to pay off the Police Station Renovation. Thus, there is a balance of \$260,000, over the 10% figure, to be used to offset taxes for next year.

Selectman Brew explained that it is unusual for the Town to spend its budget to the penny and to receive in the exact amount of revenue estimated to the penny. Thus, the Board should be comfortable showing that the full \$260,000 will be used to offset taxes, because it is likely that the Town will end up making up more than that amount.

In response to a question from Lisa Eastland, Chairman Lyon explained that there are a couple of roads in Town that it was determined were not required to be striped. Lisa Eastland asked how these now non-striped roads were being assessed and how the Board will determine if that initiative is worth expanding, especially as a way to cut down on the budget line item for line striping.

In response to a question from Lisa Eastland about what would happen if a DPW vehicle was destroyed, Chairman Lyon explained that, if the DPW Vehicle Replacement CRF did not contain an amount sufficient to purchase a replacement vehicle, Eric Hahn would need to decide if the vehicle purchase could wait or not. If the purchase could not wait, he would have to come before the Board to discuss possible options. An emergency purchase could qualify for using funds from the Contingency Fund.

In response to a question from Lori Mix, Selectman D'Angelo explained that the Board decided on the \$120,000 figure for the Contingency Fund because it is the maximum amount allowed by law.

Selectman Brew noted that, up until about 7-8 years ago, the Contingency was found as a line item within the Town's budget. At that time, the DRA stated that it could no longer be included in the budget, and so the Town separated it out as a warrant article for emergencies but has never used the Contingency Fund.

Town Administrator Shankle explained that there is quite a process to go through in order to spend money from the unassigned fund balance. Thus, the Contingency Fund is a way for the Board to access emergency funds more easily, with authority given in advance by the voters.

In response to a question from Lori Mix, Cheryl Eastman explained that the Contingency Fund money goes back into the General Fund at the end of each year, if it hasn't been touched, but, essentially, it stays always in the unassigned fund balance.

The Board discussed the proposed Warrant Articles.  
Chairman Lyon explained that Town Counsel expressed some concerns about the wording of Warrant Article 22 – the open space warrant article. The ACC is working to come up with wording that will be more appropriate. The general parameters of the warrant article haven't changed though. There is a possibility that the warrant article will not be evergreen but will instead have a five-year period before it expires, whether the bond money has been used or not.

Warrant Articles 24-29 are all reoccurring articles.

In response to a question from Lisa Eastland, Cheryl Eastman explained that the funds in the Computer CRF stay in the CRF until voted on, or until the Town votes to abolish the CRF.

Lori Mix noted that there is approximately \$116,000 currently in the Communications CRF and approximately \$60,000 in the Computer CRF.

In response to a question from Lisa Eastland, Town Administrator Shankle explained that the Town doesn't look to refund any of the CRFs until they are closer to \$0. He doesn't believe that there is any sense in defunding the CRFs and then having to reraise the money when needed.

Selectman D'Angelo suggested that Warrant Article 30, to Establish DPW Vehicles & Replacement Equipment CRF, be funded through some of the excess funds from the unassigned fund balance. Selectman D'Angelo noted that there is still \$260,000 in excess of the 10% target for the unassigned fund balance.

Chairman Lyon noted that the amount to fund this CRF has now been reduced to \$120,000, from \$250,000.

*A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to fund Warrant Article 30, for \$120,000, from the \$260,000 excess funds in the unassigned fund balance.*

Selectman Brew explained that the tax impact for the budget, as it currently sits, is \$5.31/\$1,000, using the \$260,000 from the unassigned fund balance. If only \$130,000 is used from the unassigned fund balance, the tax impact increases to \$5.39/\$1,000. If the Board decides to use this fund balance excess to fund certain activities, it makes the activities look free, but does have an impact, increasing the budget. A more straightforward and honest way to use this money would be to not make a warrant article seem like it doesn't cost anything.

Selectman D'Angelo explained that every dollar in the unassigned fund balance has already been taken from the taxpayers, in the form of excess taxes. The target, per the policy, is 10% of the unassigned fund balance. The policy seems woefully incapable of ever hitting this target. Thus, he is suggesting that \$120,000-130,000 of that excess money be used to fund this warrant article and get the Board closer to its target. He doesn't believe this amount is significant, compared to what will probably be made up for next year in unanticipated



revenue, and underspent budget. He believes putting this warrant article in as a \$0 item will probably allow it to come closer to passing.

Chairman Lyon stated that the \$130,000 taken out of this warrant article was put back into the budget.

Selectman Panasiti explained that he suggested money be used from the unassigned fund balance to pay for the Police Station Renovation because there was no way for the Board to have known the extra amount that was to be needed for this project. If more money is taken from the unassigned fund balance for other projects, the curve gets sharper in terms of reducing the amount used to help offset taxes in future years.

Chairman Lyon explained that there is concern for the taxpayers regarding whiplash when their tax rates increase, not because the Town's spending has increased, but because there isn't enough money left to give back to help offset the tax rate in some way.

*Roll call vote: Selectman Brew – no; Selectman D'Angelo – aye; Selectman Grella – no; Selectman Panasiti – no; Chairman Lyon – no. 1-4-0; motion failed.*

Lori Mix mentioned that there is an existing Highway Maintenance Fund that currently has about \$18,000 in it. The Board discussed using the funds in the current CRF until the line is zeroed out before using funds from the new, proposed CRF.

Chairman Lyon noted that Warrant Article 31, Police Station Renovation Completion, has been increased to \$200,000, and that the funds for this project were to come from the unassigned fund balance.

The Board and Ways & Means members discussed the other proposed warrant articles.

## **6. Approvals**

### **6.1 Assessing**

*A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to approve the Abatement in the amount of \$11,754 for Tax Map 002 Lot 034-001-001.*

*Roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

*A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve the Land Use Change Tax in the amount of \$27,500 for Tax Map 005 Lot 059-019, 5 Gatchel Way.*

*Roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

*A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve the Land Use Change Tax in the amount of \$23,900 for Tax Map 005 Lot 059-017, 1 Gatchel Way.*

*Roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

**6.2 Accounts Payable, Payroll Manifests and Meeting Minutes November 9, 2020**

*A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY21 Accounts Payable Manifest in the amount of \$233,580.70 dated November 10, 2020, subject to review and audit.*

*By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

*A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY21 Accounts Payable Manifest in the amount of \$317,288.00 dated November 12, 2020, subject to review and audit.*

*By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

*A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY21 Payroll Manifest in the amount of \$227,844.25 dated November 19, 2020, subject to review and audit.*

*By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

*A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to approve the meeting minutes of November 9, 2020, as amended [Line 116, for “proceeding” to be changed to “future”.]*

*By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

**7. Action Items**

The Board reviewed its action items.

**8. Old/New Business**

Selectman Brew explained that the Master Plan Steering Committee has finalized its survey, which will be live on December 2/3. It will be open for approximately three weeks. The Committee hopes to hear from as many people as possible.

Selectman D'Angelo explained that the Souhegan School Board will meet next week to look at more school budget information.

*A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to adjourn the meeting at 9:22pm.*

*By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

**NEXT MEETING: Monday, December 7, 2020**

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*Selectman Reed Panasiti*

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*Date*