

TOWN OF AMHERST
Planning Board

May 6, 2020

APPROVED

In attendance: Arnie Rosenblatt - Chair, Michael Dell Orfano, Dwight Brew-Selectman Ex-Officio, Marilyn Peterman, Bill Stoughton, Brian Coogan, Cynthia Dokmo, Tracie Adams (Alternate), Chris Yates (Alternate), and Christy Houpis (Alternate).
Staff present: Nic Strong, Community Development Director, and Kristan Patenaude, Minute Taker.

Arnie Rosenblatt called the meeting to order at 6:31 p.m., with the following statement. As Chair of the Amherst Planning Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order.

However, in accordance with the Emergency Order, I am confirming that we are:

Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Zoom for this electronic meeting.

All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone #312-626-6799 and password 854 5995 6670, or by clicking on the following website address: <https://us02web.zoom.us/j/85459956670> that was included in the public notice of this meeting.

Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Planning Board at: www.amherstnh.gov.

Providing a mechanism for the public to alert the public body during the meeting if there are problems with access: If anybody has a problem, please call 603-440-8248.

Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to- Know law.

May 6, 2020

APPROVED

Roll call attendance: Bill Stoughton, alone; Chris Yates, alone; Marilyn Peterman, alone; Dwight Brew, alone; Cynthia Dokmo, alone; Tracie Adams, alone; Brian Coogan, alone; Christy Houpis, alone; Mike Dell Orfano, alone; Arnie Rosenblatt, alone.

Marilyn Peterman moved that the Board enter Non-Public Session at 6:34 p.m. pursuant to RSA 91-A:3. II (I) to discuss legal matters. Bill Stoughton seconded. Roll call vote: Bill Stoughton – aye; Cynthia Dokmo – aye; Dwight Brew – aye; Marilyn Peterman – aye; Brian Coogan – aye; Mike Dell Orfano – aye. Motion carried unanimously.

Arnie Rosenblatt stated that the Board would end this public meeting and enter into a separate Zoom session for the non-public part of the meeting. The Board would then reconvene in a separate Zoom session for Part 2 of the agenda.

See separate minutes for the non-public session.

Arnie Rosenblatt returned the meeting to Public Session at 7:07 p.m. for Part 2 of the agenda, with the following statement. As Chair of the Amherst Planning Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order.

However, in accordance with the Emergency Order, I am confirming that we are:

Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Zoom for this electronic meeting.

All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone #312-626-6799 and password 81459206716, or by clicking on the following website address: <https://us02web.zoom.us/j/81459206716> that was included in the public notice of this meeting.

Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Planning Board at: www.amherstnh.gov.

Providing a mechanism for the public to alert the public body during the meeting if there are problems with access: If anybody has a problem, please call 603-440-8248.

TOWN OF AMHERST
Planning Board

May 6, 2020

APPROVED

88 Adjourning the meeting if the public is unable to access the meeting:
89 In the event the public is unable to access the meeting, the meeting will be adjourned and
90 rescheduled.

91
92 Please note that all votes that are taken during this meeting shall be done by roll call vote.

93
94 **Roll call attendance: Bill Stoughton; Marilyn Peterman; Chris Yates; Dwight Brew;**
95 **Christy Houpis; Cynthia Dokmo; Brian Coogan; Tracie Adams; Mike Dell Orfano;**
96 **Arnie Rosenblatt; all indicated they were alone in their separate locations.**

97
98 **OLD BUSINESS:**

99
100 **2. Discussion regarding pending applications and their status**

101 Arnie Rosenblatt explained that the Board has a number of pending applications, some of which
102 came in under the IIHO and others that didn't. The Governor's Emergency Orders regarding no
103 public meetings over ten people and any potential application deadlines have been extended
104 through May 15th. From May 16th through the end of the month, there will still not be meetings
105 of more than ten people allowed, but other provisions are less clear at this time. The Board will
106 need to decide if it wants to keep putting off hearing any/all pending applications.

107
108 Bill Stoughton stated that the Governor could extend all of the Emergency Orders through the
109 end of the month. He believes that the Board could hear certain "non-controversial" applications
110 in order to allow people to continue on with their business. Other applications that may draw a
111 larger crowd should be held off on until they can be heard in an in-person session or the
112 Governor forces deadlines that apply to the Board.

113
114 Marilyn Peterman and Chris Yates agreed.

115
116 Dwight Brew explained that the Governor usually issues emergency order extensions for about
117 21 days at a time, which is why they cover a 2-3 week time span. He believes that it will be
118 possible for the Board to table any applications that go from being "non-controversial" to
119 "controversial," due to the lack of deadlines currently being imposed.

120
121 Christy Houpis agreed. He questioned what the Board will do, even when in-public meetings are
122 able to be held again, for members of the public who want to be heard but do not want to come to
123 public meetings.

124
125 Cynthia Dokmo agreed with Bill Stoughton.

126
127 Brian Coogan questioned how the Board will decide what applications are controversial versus
128 non-controversial. He believes that the Board should set parameters for this that are then laid out
129 for the public as a benchmark to follow, for example, number of lots or units, size of the
130 development, land acreage, etc. He stated that this would be hard for the Board to establish.

TOWN OF AMHERST
Planning Board

May 6, 2020

APPROVED

Tracie Adams and Mike Dell Orfano agreed with Bill Stoughton.

Arnie Rosenblatt shared Brian Coogan's concerns. He echoed that some applicants may not wish to move forward because they feel the process is unfair to them. The Board will need to reconcile competing concerns. As he believes that large gatherings will probably not be allowed any time soon, the Board will need to decide whether not to hear certain applications, or hear them via Zoom meetings.

Bill Stoughton suggested that, for the next couple of weeks the Board not hear applications, but if a particular applicant decides s/he wants to be heard by the Board, this can be put on a future agenda for a public meeting. At that meeting the Board can hear discussion from the public regarding hearing the application via Zoom in order to gauge the level of controversy.

Mike Dell Orfano stated that he has concerns regarding holding off some applicants in the application process. He is sensitive to the fact that some applicants may need a lot line adjustment in order to sell their homes. He wants to be sensitive to the possible economic impact of the decision that the Board makes on this topic.

Marilyn Peterman suggested that Community Development Director Nic Strong review the applications in conjunction with the Chair and make suggestions to the Board about applications that are relatively minor. She pointed out that even with in-person meetings there were various reasons that people may not want to be in the room.

Arnie Rosenblatt stated that he was assuming that having a large Zoom meeting may not be reasonable or satisfactory. He noted that everyone would have the opportunity to comment and observe just as if they were at a regular meeting.

Bill Stoughton stated that Zoom meetings might be difficult in terms of the teams presenting and their ability to talk to each other throughout the hearing. He explained that certain groups are also being represented by attorneys during these hearings and it may be difficult for them to have sidebar discussions.

Brian Coogan suggested that "controversial" applications might be defined as those that are for new proposed developments that do not currently exist today. If there are other applications, such as lot line adjustments, that could be considered self-contained, those may be able to be moved forward within the next few weeks. He believes that the technology is there to support having larger meetings. There is access available to all town residents. In fact, certain people who were previously unable to come to in-person hearings, can now participate fully online. He believes the smaller groups within a hearing can still have side bar discussions while muting themselves. He doesn't believe progress needs to be stifled.

Nic Strong listed the current applications as: Arboleda site plan and CUP for wetlands/buffers, a lot line adjustment for Hufft on Horace Greeley Road, a subdivision request for Warren on Walnut Hill Road, Carlson Manor, and Jacobson.

May 6, 2020

APPROVED

Mike Dell Orfano suggested moving the two smaller applications along in the process.

**Dwight Brew motioned to move forward with the Hufft and Warren applications.
Mike Dell Orfano seconded.**

Discussion:

Martin Rowley, 8 Old Mont Vernon Road, agreed that this idea seems good to try out on the smaller applications. He has concerns regarding clearly being able to see all of the charts and maps that are usually presented during a hearing.

Tom Quinn, 30 Christian Hill Road, suggested that all of the plans and materials be posted on the town website ahead of time.

Nic Strong agreed that all of the materials will be posted to the town website and noted that the presenters will be able to share their screens during the Zoom meeting so that everyone can see.

Tom Quinn noted that those calling into the meeting by telephone won't be able to see the shared screen.

In response to a question from Bill Stoughton, Nic Strong noted that any applicant could decide whether or not to move forward with the process. All of the applications will also need to be noticed.

**Roll call vote: Bill Stoughton – aye; Marilyn Peterman – aye; Cynthia Dokmo – aye;
Dwight Brew – aye; Mike Dell Orfano – aye; Brian Coogan – aye. Motion carried
unanimously.**

The Board agreed to move forward with these two applications on May 20, 2020 and also to schedule a work session on the Master Plan, with the understanding that an additional meeting could be scheduled if the Master Plan discussion is not concluded that night.

1. Discussion of upcoming Planning Board meetings

Arnie Rosenblatt explained that there is a threshold question as to whether the Board wants to move forward with the Master Plan process. He noted that he was contacted in the last few days by Mike Akillian who had offered to assist with the Master Plan previously and the process had begun but not really moved forward. Arnie Rosenblatt believes it makes sense to go forward with the process, despite the circumstances, with the new Board. He did note that there were several reasons to consider not beginning the process - the pandemic, being a lame duck board, etc.

TOWN OF AMHERST
Planning Board

May 6, 2020

APPROVED

Bill Stoughton agreed that it is important to try to make progress on the Master Plan. Another topic that the Board should discuss at some point is the impact fee schedule being examined by the Board of Selectmen.

Dwight Brew explained that the Board of Selectmen currently has a draft report regarding impact fees that it will be discussing at its Monday night meeting. The draft will be made available to the Planning Board and public after the Board of Selectmen holds its discussion.

Chris Yates suggested that the Planning Board take this opportunity to gather data electronically from the community via surveys regarding the Master Plan. He also agreed with moving forward with the impact fee discussion.

Dwight Brew agreed.

Christy Houpis agreed that, because the Master Plan process is going to take time, it is good to start the process sooner rather than later.

Cynthia Dokmo agreed with starting the Master Plan process and discussing impact fees.

Tracie Adams agreed with moving forward with the Master Plan, noting that the work could perhaps be done in phases, and stated that community input will be critical.

Mike Dell Orfano stated that the Master Plan is an important element to get the town on track with its zoning. There are many tools available to facilitate information gathering. He believes that this is a good time for the Board to determine which of these tools to use and how to employ them. He believes the Board should first organize itself instead of going right out and talking to people in the community. This is a large project and will require a lot of resources.

Brian Coogan stated that the Master Plan is the single most important thing this Board can achieve in the time it has. He believes that the Board should capitalize on the seasoned, experienced members that it currently has and leverage their skills during this process.

Marilyn Peterman agreed that the Board should begin the Master Plan discussion regarding the logistics of how to proceed. She suggested that Mike Akillian be invited to be a resource at the next Board meeting. She also noted that she was looking forward to seeing the impact fee ordinance.

Public Comment:

Tom Quinn, 30 Christian Hill Road, agreed with the discussions the Board is having. He stated that he has a concern regarding the data currently available for the Master Plan process, as the 2020 Census is in progress.

Arnie Rosenblatt reminded Tom Quinn that the Board will not be holding a discussion about how to move forward with the Master Plan until the next meeting.

May 6, 2020

APPROVED

Tom Quinn stated that laying the groundwork for the Master Plan seems appropriate, so that the next Board can continue the work. He has concerns regarding reaching certain demographics of the public with online surveys and did not think it was a great idea at this point to solicit a lot of public input.

Arnie Rosenblatt stated that if the Board agreed, he would see if Mike Akillian would be available to participate at the meeting on May 20th, and the Board could review the things that had already been done. Arnie Rosenblatt stated that the Master Plan discussion would be added to the agenda after the two applications. He suggested that the impact fee discussion be added to a future work session agenda to have time for discussion. The Board agreed.

3. Discussion regarding a further housing needs assessment for the Town of Amherst: the need; the purpose; who might perform such an assessment; what kind of information should be included; and so on

Arnie Rosenblatt stated that the Board held discussion on this topic at their last meeting. He explained that Mike Dell Orfano made a motion regarding moving forward with the assessment, which was defeated. The decision was made at that time to continue further discussion on the topic to tonight's meeting. He explained that Brian Coogan asked Mike Dell Orfano to procure an example of what such a study might look like from NRPC. He noted that he hoped the Board could resolve the issue up or down at this evening's meeting, bearing in mind the previous lengthy discussion that had taken place.

Marilyn Peterman stated that Mike Dell Orfano has additional information on this topic to share with the Board.

Mike Dell Orfano appealed to the Board to consider procuring baseline housing data that will give the existing conditions in town. He has received a revised proposal from NRPC, but is not sold on its value. He does not want the town to pay for data that is generally available anyway. He does believe that there are existing conditions in town that no one on the Board knows about. He referenced a document put together in 2013 by then Community Development Director Sarah Marchant regarding workforce housing.

Dwight Brew noted that he had an issue with having a discussion without specific items in front of the Board. He feels that he will continue to be badgered on this topic until a couple of people on the Board get their way. He would like the Board to have the items to discuss in front of them before continuing. Mike Dell Orfano asked Nic Strong to get the document up on her screen and Arnie Rosenblatt stated that it was okay for Nic Strong to share her screen with the meeting.

Mike Dell Orfano stated that the study he is referencing from 2013 gave projected housing in town at that time. He doesn't believe this information is currently available. He asked that the Board agree that there is a need to understand the existing conditions in town.

May 6, 2020

APPROVED

Mike Dell Orfano moved to do an existing conditions study of all the housing types listed in Jay's [Minkarah, NRPC Director] proposal, as a baseline for Master Planning. Marilyn Peterman seconded.

Discussion:

Bill Stoughton stated that he didn't receive the updated proposal from NRPC. He agreed with Dwight Brew, that he would like to see specific documents when discussing them. He would like to see a specific list of what data is being sought, the data sources, and who would be doing the study before casting his vote. He believes that some of the sources used in the past have had a great deal of variability. He stated that he would like to know the information being sought, the sources and who would do it. Bill Stoughton was not in favor of an open ended motion.

Marilyn Peterman stated that the document from Sarah Marchant gave specific information regarding rentals, cost, information from the Department of Revenue, etc. The document being requested could take the perspective from the 2013 document and evaluate types of housing, number of each, prices, differences and disparities in sale price and level of affordability, etc. There is real data already available, it just needs updating. She is unsure how the Board can move forward without knowing a baseline. She thought that Nic Strong would have been able to disseminate this information to the Board before the meeting so everyone would have it but apparently that request was not made. Marilyn Peterman went on to say that if Nic Strong wanted to go through the information and update it she would be agreeable to doing that. Arnie Rosenblatt stated that the Board would not question Nic Strong on this but continue with discussion on the pending motion.

Christy Houpis questioned if this data is needed for current planning. If data is needed to handle currently pending applications, it will be the responsibility of the applicant to provide data as it is requested by the Board. He noted that the Board had the responsibility and the ability to request data from the applicant, even as to the source the information should come from. Christy Houpis noted that getting data for the Master Plan was another whole process to discuss. He also stated that the Board was able to request more information from applicants and did not have to accept the data they were given if there were questions. He is unsure how to support needing this data for current applications when the Board was able to approve previous applications. He is unclear on why this data is needed and why it is needed right now.

Cynthia Dokmo stated that, if data is needed for the Master Plan process, it can be requested at that time. If data is needed for an application, the Board can ask a developer/applicant to provide it at that time. The Board can then have the data reviewed by an expert at a cost to the developer. She is not interested in spending money on a study if it is not currently needed. She asked Mike Dell Orfano to address how long it would

TOWN OF AMHERST
Planning Board

May 6, 2020

APPROVED

take to get the information, noting that the Board would be addressing applications in a month or two.

Mike Dell Orfano stated that the information being sought is important. He talked with Nic Strong about assembling the data and it is unclear if her staff has the time to do so. The staff would have to go through all of the records and look to extend the inventory of allowances given. The accuracy of the information should be good, but this work can probably not be completed in a timely manner. Mike Dell Orfano stated that the question was whether or not to hire a third party to review and assemble the data under staff's direction and noted that NRPC has tools to make this effort painless and could deliver in a fairly timely manner.

Tracie Adams clarified that the request is to get data that the town staff can obtain, but because of the timeline it is being recommended that an outside agency pull the information together in a report. Mike Dell Orfano thought the Board should narrow down the essence of information the Board needs, whether for the Master Plan or applications, as base level data that the Board can all agree is real. He stated it shouldn't cost a lot of money but takes time to assemble. He noted that the applications were coming in in a few weeks and strongly recommended that the Board could make better decisions with good information and that the Town has all the information and does not need to go outside for any of it.

Brian Coogan stated that he would love to have more information and data. He thought that data on the existing housing in town was currently missing and that the Master Plan data and application data could be conjoined. Brian Coogan went on to say that he was indifferent as far as when the data needed to be available, noting that it could guide the community in moving forward but the Town had been here a long time and would continue on for the next couple of hundred years.

Arnie Rosenblatt stated that he is opposed to the request. He stated that there is only one reason for the urgency behind this request and it is not for town planning. If it was, then the request would be made as part of the Master Plan discussion still to be had. He believes that the one reason to be requesting this with such urgency is to provide information for the three pending applicants to move forward with their applications that were submitted under the IIHO. This is only to aid those applications being grandfathered in and the urgency comes because they are currently pending. The IIHO was passed believing there was adequate data to support it; if this was not the case then it shouldn't have passed. He also believes that the Board can make reasoned decisions based on the information presented by an applicant. He does not believe in acting with urgency simply to assist pending applicants.

Marilyn Peterman stated that she respected Arnie Rosenblatt's opinion, but found his statement it to be accusatory. She disagrees that this request is to help any applicants. Data is being requested because the Board needs data. The 2013 report was put together

TOWN OF AMHERST
Planning Board

May 6, 2020

APPROVED

by the Planning Director at that time at the request of the Planning Board. This can be done again in order for the Board to have a coherent discussion moving forward. The Board has always relied on data. This is no different; simply a request to update the study done in 2013.

Mike Dell Orfano stated that he in no way is advocating for data in order to help developers. Rather, the data will help the Board to know what currently exists as a way to benefit the town. The Board doesn't know which housing types it's short on. He would like there to be a standing inventory, so that when a developer comes in with a proposal the Board will know if it is appropriate for the town.

Brian Coogan stated that he is surprised that the data from the 2013 report was not maintained. He hopes, as part of the Master Plan process, that the town can look into maintaining this type of data. While he believes the requested data is valuable, he doesn't see there to be an urgency in requesting it.

Arnie Rosenblatt stated that he had not intended to cause offense by his comments, much in the same way that he had not taken offense to Mike Dell Orfano's comments to him at the last meeting. He agreed with frank and open discussion among the Board members and expected people to disagree with himself and each other. He did note that he thought that Mike Dell Orfano and Marilyn Peterman were proposing getting this information out of what they think is in the Town's best interests and he happens to disagree.

Mike Dell Orfano asked the Board to begin the process by collecting and organizing data in order to have it on hand for applications as they come in, and as a baseline for the Master Plan process.

Chris Yates stated that he noticed a lot of data that appears not to be maintained. He suggested looking into updating the databases first.

Tom Quinn, 30 Christian Hill Road, stated that there have been a lot of comments regarding unavailable data needed to make decisions; however, he remembers that a lot of decisions seem to have been made without this data in the past. He requested that the Board comment on the Non-Public Session that happened earlier in the evening.

Arnie Rosenblatt stated that he had forgotten to mention the non-public session, thanked Tom Quinn for reminding him and stated he would talk about it after this item was done.

Kelly Mullin, 48 Christian Hill Road, stated that it's troubling how much time the Board has spent discussing this possible report from NRPC. She believes it is time for Mike Dell Orfano and Marilyn Peterman to realize that this is a community and that the Board does not want this report. She explained that, in the past year or so, she has never heard anything regarding data being needed. During that time, the Board considered applications and whether or not to move forward with them. She believes that, if the

TOWN OF AMHERST
Planning Board

May 6, 2020

APPROVED

public had not been at these meetings to speak up, the Board would not have slowed down on any of these applications and she had never once heard a statement that the Planning Board needed more data. She does not believe that NRPC is needed to decide things for the town of Amherst. She stated that the vote in March should speak volumes to the Board. This is a community; this is not Mike Dell Orfano and Marilyn Peterman's community.

Tim Yakovakis, 22 Eaton Road, stated that he remembers a citizen asking the Board to get more data regarding the town's housing inventory in the fall, but that the Board was not interested at that time.

**Roll call vote: Bill Stoughton – nay; Marilyn Peterman – aye; Dwight Brew – nay; Brian Coogan – nay; Mike Dell Orfano – aye; Cynthia Dokmo – nay.
2-4-0; motion failed.**

Arnie Rosenblatt stated that it is self-evident that, despite this vote, the Board will seek data under the Master Plan effort.

Cynthia Dokmo stated that Marilyn Peterman and Mike Dell Orfano have worked on this Board for decades. She does not believe the two of them think of Amherst as "their" town. Their work on the Board, along with the work of others, is one of the reasons that people want to move here. She believes it to be totally unfair to take shots at them, simply for them stating their thoughts and opinions.

Arnie Rosenblatt apologized to Mike Dell Orfano and Marilyn Peterman. He stated that they speak strongly simply because they are trying to do what they believe to be best for the town. It is okay and encouraged for Board members to disagree.

Bill Stoughton agreed. He stated that, while he voted against the motion, he still has the utmost respect for Mike Dell Orfano and Marilyn Peterman and their views and service on the Board.

Marilyn Peterman stated that she appreciates her fellow Board members' kind words. She stated that the Board members are all public figures and adults, and are able to take these reproaches with a grain of salt. She does wish that members of the public would take more time to understand the process. Otherwise she fears that those chastised for doing their job on the Board or for giving their opinion will no longer serve.

Brian Coogan stated that he agrees with Mike Dell Orfano and Marilyn Peterman about obtaining data, but he is willing to wait for it. He applauded the public for getting involved, but asked that they do so in a more respectful manner moving forward.

Arnie Rosenblatt stated that the Board held a Non-Public Session earlier in the evening to discuss two written opinions from the town attorney, Bill Drescher, Esq., regarding two pending applications and their status after the repeal of the IIHO. The Board discussed this issue and

TOWN OF AMHERST
Planning Board

May 6, 2020

APPROVED

voted to release the written opinions in their entirety. These will be posted for anyone to review them. The Board is currently waiting on opinions on a couple of other matters. When these opinions are received, the Board will discuss and make determinations.

OTHER BUSINESS:

4. Reminder of NHMA webinar “The Workings of a Planning Board,” May 13, 2020, 12:00 p.m. to 1:00 p.m.

Nic Strong stated that this webinar is an NHMA training session. The Board has been provided a link to register.

Cynthia Dokmo moved to adjourn the meeting at 8:52pm. Marilyn Peterman seconded.

Roll call vote: Cynthia Dokmo – aye; Marilyn Peterman – aye; Dwight Brew – aye; Brian Coogan – aye; Mike Dell Orfano – aye; Bill Stoughton – aye. Motion carried unanimously.

Respectfully submitted,
Kristan Patenaude

Minutes approved: May 20, 2020