

1 **TOWN OF CHESTER**

2 **SELECTBOARD**

3 **December 29, 2021 Minutes**

4 **Board Members Present:** Arne Jonynas, Heather Chase, and Lee Gustafson at Town Hall; and  
5 Leigh Dakin via Zoom.

6 **Staff Present:** Julie Hance, Town Manager at Town Hall; and Susan Bailey, Secretary via Zoom.

7 **Visitors Present:** Chester Telegraph, Robert Nied, Edward Grossman, Ginger's iPad, Tim Roper,  
8 Carrie Roy King, Deirdre Doran, Joy Slaughter, Carol's iPad, and SAPA TV via Zoom; and Cathy  
9 Hasbrouck at Town Hall.

10 **Call to Order**

11 Chair Arne Jonynas called the meeting to order at 6:00 p.m. with the pledge of allegiance. He  
12 welcomed everyone to the meeting. The meeting was scheduled because of budget review and  
13 because it was budget time of the year. Jeff Holden wasn't feeling well and was absent.

14 **Agenda Item 1, Citizen Comments/Answers from Previous Meeting**

15 Arne asked for citizens comments on an item that was not on the agenda. There were no comments.

16 **Agenda Item 2, Approve Written Statement re Recommendations & COVID-19**

17 Arne said the version of the statement regarding the COVID-19 protocol in town included in the  
18 packet was what was discussed at the past two meetings. He hoped everyone had a chance to review  
19 it. It was a chance to make any modifications and indicate how they wanted to proceed. It was a  
20 statement or recommendation but not a resolution.

21 Lee asked if they were approving only the 1<sup>st</sup> page, or also the 2<sup>nd</sup> and 3<sup>rd</sup> pages. Arne thought the  
22 2<sup>nd</sup> and 3<sup>rd</sup> pages were just informational on what the town was doing. Julie agreed. Only the first  
23 page was being voted on.

24 Heather looked at it as a living document and as things changed, it would also change. Julie agreed  
25 the protocols were always changing.

26 Heather asked for a date to be included on the first page and referred to it as a living document.

27 Arne said the main page was the Selectboard statement. He asked for anything else regarding it.

28 Heather suggested deleting the first sentence in the third paragraph and state the Selectboard is  
29 strongly encouraging. She pointed out they hadn't voted for a mask mandate. She thought it was a  
30 moving target and suggested removing the sentence and state they strongly recommend all  
31 residents, businesses, and visitors of Chester renew their efforts. She thought it was good.

32 Arne asked if it would say the Selectboard was strongly encouraging. Heather confirmed that was  
33 her recommendation. She said Julie had done a good job and all the things they were doing were  
34 informational and could serve as guidelines for other businesses and it reflected the efforts the town  
35 had taken to consider the safety of their employees and citizens.

36 Julie pointed out that #16 talked about a testing site for municipal employees and it was now in  
37 place. Testing is available for employees and their households if there is an exposure. Amanda, of  
38 the ambulance service, is in control of that and she performs the testing. Arne thought it would be

1 the Selectboard, as well and Julie agreed. Julie said it benefitted the town and was a higher quality  
2 rapid test through one of the ambulance distributors. They would still encourage a PCR test, but the  
3 rapid test would inform them if they needed to stay home.

4 Arne and Julie said it would be a huge help because instead of people not working because they  
5 don't feel well, they would have an answer. Leigh thanked Julie.

6 The statement will be on the town website and Facebook.

7 Lee questioned the 3<sup>rd</sup> to the last paragraph that began with "The Town of Chester encourages all  
8 businesses." Lee was concerned with the second sentence about protocols developed for use by  
9 town staff being available. Julie asked if he wanted them to be available or just referenced. Lee said  
10 he would just state the protocols developed for use by town staff are available at Town Hall. Heather  
11 added or on the website, and Lee agreed. Arne said they would know it's out there if they wanted  
12 to check it out. Leigh agreed it was a good point.

13 Arne asked if everyone was okay with striking the first sentence that Heather referred to and  
14 everyone agreed.

15 Arne asked for a motion to accept it with the changes as discussed.

16 Heather moved; and Leigh seconded the motion to accept the Selectboard statement regarding  
17 COVID-19 dated December 29, 2021. Arne said they were approving the statement as written with  
18 the corrections just made regarding the deletion of the sentence. Arne asked for further discussion  
19 and there was none. There was a vote and the motion carried unanimously.

20 Arne said the statement would be available on the website including the practices they had in place  
21 which were stringent and had worked for quite a while and still were working.

22 Lee confirmed with Heather that she would still be willing to share her protocols with anyone who  
23 wanted them, and she said she was. Heather suggested they also could call the health officer. Julie  
24 said they direct people to the health department. Heather said if anyone wanted to call her, they  
25 could. Lee appreciated Heather's willingness and said he was concerned about the liability the town  
26 may have if they made recommendations. Heather said she would just talk to people.

27 Julie said ACCD had many COVID resources on their website for small businesses. VLCT does  
28 not provide that for businesses as they represent municipalities.

29 Heather added that things are constantly changing, and it should be on old business so they can  
30 modify as necessary. She suspected they would deal with it for a while.

31 Arne said by it remaining on old business as a topic, it would not need to be warned.

32 **Agenda Item 3, General Fund Budget Review: Library and Facilities**

33 Julie presented the budget report:

34 **FACILITIES:**

35 Fence at Emergency Services Building

36 She began at page 8. The budget reflected a full year of the emergency services and public safety  
37 building. There had been threats of vandalism from some of the people who live in the apartments  
38 next door. As a result, they wanted to budget for the installation of a fence between the apartments  
39 and the new building. They installed cameras, but fencing would help. That side of building is  
40 where employees park their personal vehicles.

1 Lee asked what kind of fencing planned. Julie said not a chain link but something more attractive  
2 and not top of the line. It would require extra effort to vandalize with a fence installed.

3 Heather said it was unfortunate and Julie agreed.

4 Arne didn't feel strongly about installing a fence, especially to the tune of \$17,000.00. He said  
5 they had discussed landscaping and natural buffers as things that would add to the beauty of the  
6 property as opposed to a fence because they were having issues with their neighbors.

7 Lee was thinking of planting a bunch of arborvitaes which would serve as a screen. He and Arne  
8 thought if someone wanted to damage someone's car, they could throw something over a fence.

9 Arne was thinking about the aesthetics and feared it would look like a compound. He thought there  
10 were better ways to deal with issues with a neighbor than erecting a fence.

11 Lee didn't know enough about the situation and if it would go away in 5 years or something they  
12 would need to maintain in place forever. He asked what liability and cost to the town there would  
13 be if they decided not to do this, and something happened. He said they had insurance but  
14 wondered where they would be if someone's car did get vandalized. On the other hand, he thought  
15 good fences made good neighbors. Arne and Heather weren't sure they agreed with fences making  
16 good neighbors.

17 Julie said she was happy to go back to the public safety department heads to see if they could come  
18 up with a solution that wasn't an actual fence, but it couldn't be an open boundary. There needed  
19 to be some type of fence whether it was natural or manmade because things had happened.

20 Julie said they had until Jan. 19<sup>th</sup> to vote on it.

21 Heather asked if she should call Julie to try to understand it better or if it was something the  
22 Selectboard should stay out of. Julie said the latter.

23 Leigh said originally, they wanted to do it for aesthetics and was sorry to hear it was necessary but  
24 thanked Julie for taking it on.

25 Heather would rather see \$17,000 put into landscaping. Arne thought it was \$35,000 to do the full  
26 package.

27 Julie offered to get pricing and talk with the department heads about a natural barrier along the  
28 border.

29 Julie added there were some active cases and that's why she couldn't discuss them.

30 Arne said it was tough to decide when they didn't have all the information.

31 Julie said the information they did have was that there was trouble and the police department felt  
32 there needed to be a more permanent barrier between the new building and that property. There is  
33 damage being done and a barrier is needed.

34 Arne said they could spend \$17,000 and the damage could continue or even be worse.

35 Julie would get more numbers on a natural barrier.

36 Tennis Courts

37 They removed \$16,000 from recreational facilities for improvements to the tennis courts because  
38 it looked like an expense allowed under the ARPA funding.

1 Facilities Director

2 The budget also included the position of Facilities Director, which had been discussed at an earlier  
3 meeting. The position would be responsible for multiple things: getting all buildings on a  
4 maintenance schedule and maintaining that schedule; they could perform much of the maintenance  
5 work themselves, eliminating the need for hiring contractors to do the smaller items such as ramp  
6 repair and minor building stuff; and help with part-time seasonal work getting the fields ready, and  
7 fluctuating between departments where needed. Julie hoped the person would be mechanically  
8 inclined and could do routine maintenance, tire rotations, and oil changes inhouse. It would be a  
9 huge savings and help with not needing to take vehicles out of service.

10 Lee asked what the savings would be.

11 Julie said just oil changes would be a couple thousand. Eventually, if they took a weekend class to  
12 become certified on valve maintenance for the firetrucks, it would save between \$5,000 and  
13 \$10,000 and the firetrucks wouldn't have to be taken out of service for a week.

14 Lee noticed under several of the facilities were repairs and maintenance. Eventually most of those  
15 costs could be eliminated with the creation of the position.

16 Arne said it was a good point that if they were providing those services in-house, it would lower  
17 costs. It would be an interesting job description covering a lot of trades. Julie said they were  
18 basically looking for a contractor.

19 Arne said there were a lot of buildings, and they didn't have an inhouse superintendent or facilities  
20 director.

21 Julie looked at the annual VLCT survey and was surprised to learn other towns had such a position.  
22 She focused on towns Chester's size. Some call them custodians, some maintenance managers,  
23 and some call them building managers.

24 Lee said at one point they had talked about maintenance for highway. He wondered if this person  
25 would be able to do that. Julie said oil changes, yes, but a heavy equipment mechanic was  
26 something completely different.

27 Julie said there were enough vehicles that even just regular oil changes and tire rotations being  
28 done inhouse would save at least half the cost.

29 Julie wanted to be proactive with the maintenance on the new public safety building and the  
30 improvements to the library a few years ago, and town hall, and other buildings as it would save  
31 money long term.

32 Arne said he and Jeff Holden took a class on asset management last year and they had highly  
33 suggested a program like what Julie was proposing where someone oversaw all the facilities. He  
34 said they explained it was well worth it in the long run.

35 Lee said he had gone to the first class with Jeff and learned how well Chester was doing as a town.

36 Library

37 This year they started paying a stipend to two of the library employees who were close to full-  
38 time. They talked last year about increasing the stipend to make the positions more attractive and  
39 to get them more in-line with what they are paying other town employees. This year they have a  
40 \$12,000 increase to the library budget. It would allow a much healthier stipend for the two

1 positions toward their health insurance costs. Julie had spoken with Ed Grossman, and they would  
2 like to give the increased stipend this year and during 2022. Julie will work with whomever is  
3 appointed from the library trustees and work through the logistics. They obtained a legal opinion  
4 this year regarding the relationship between the library and municipality. They hoped to form a  
5 plan of how the two entities will work together specific to their employees and benefits.

6 Arne asked if Mr. Grossman or Mr. Nied wanted to speak.

7 Robert Nied said Julie had summed up their goal. He thanked the board for their amazingly  
8 continued support of the Whiting Library, including financial, technical, and moral support. The  
9 bulk of conversations putting the budget together have been about staff. Two years into the  
10 pandemic and everyone is used to hearing about closures and staffing shortages and curtailed  
11 services. The trustees are very proud that there has not been a single day in two years that they  
12 have closed because of staffing shortages and have even expanded services during the pandemic.  
13 From a governance perspective as the Board of Trustees, they spend a lot of time talking about  
14 sustainability of the library. They question what is necessary to make the library viable over time  
15 and staffing is at the center of that. Their extraordinary staff is trained, credentialed, professional,  
16 and enthusiastic and they want to retain them. If they were to lose someone in the future because  
17 they took another opportunity or relocated, they would have to replace them with someone equally  
18 trained, credentialed, and professional, which would not be an easy task. They have been looking  
19 at how they compensate their staff. They have found it difficult to acknowledge internally that  
20 their professional staff must spend what is not an insignificant portion of their salary just to buy  
21 basic healthcare on the open market. That is not attractive if you're trying to retain or replace staff.  
22 They think it's essential to provide as much support to the staff as possible as they get a lot in  
23 return. They are hoping to increase the stipend this year and move to a place where the library staff  
24 is at or close to parity with town employees in terms of medical benefits. They realize it needs to  
25 be done incrementally, and if they're looking at parity, they need to drill down further. They are  
26 committed to reviewing personnel policies and seeing if they can move them closer to the town's  
27 personnel policies. He hoped the Selectboard shared their enthusiasm for the staff and the library  
28 and that the budget proposal was reasonable. Ed Grossman was present and as treasurer, could  
29 walk them through any of the numbers, if necessary.

30 Arne said the Selectboard's relationship had come a long way over the years. He recalled times  
31 when even the basic stipend had contention and wasn't supported by the entire board. There were  
32 years when budgets were difficult to get through, never mind that they were even considering an  
33 increase as they went forward with the library and their relationship with the employees. Arne  
34 echoed what Robert had said about the employees, Carrie King and Deirdre Doran, and their  
35 devotion to the town and the library and the people of Chester and the work that they do. He  
36 thought it was extremely important. He also thought the conversation they would be having in the  
37 next year would be important because it would establish that relationship. Besides the one benefit  
38 they have for the town employees, the health benefit, which was an important one and expensive,  
39 he thought there needed to be conversation about what Robert had alluded to with the personnel  
40 policy and how that meshed with the town personnel policy. Once an employee gets to a certain  
41 number of hours a week, retirement benefits kick in which the town must contribute to. There is  
42 more money involved when they become town employees and he hoped in the next year they had  
43 those conversations to flush out the details regarding what it would take to get to that point and  
44 not just policy wise and health insurance, but retirement and oversight. Arne thought it was a good  
45 setup the way the library board controlled their own destiny and vision but wondered how that

1 would work if they were municipal employees. There were a lot of questions to be figured out over  
2 the next year. He was glad it was going to happen and saw it as a positive thing for the library and  
3 town to go this route and get to that point where they would be considered town employees.

4 Arne pointed out that they shouldn't be needing to have this health benefit discussion in the richest  
5 country in this world, sitting there with their nickels and dimes trying to figure it out. Nobody else  
6 in the civilized or industrialized world was having this problem except us. He was proud the town  
7 offered the medical benefits it does to its employees and thought it was a testament to how much  
8 they cared.

9 Lee said they were showing a proposed budget for the library of \$110,500 for next year and  
10 questioned if it would increase another \$106,000 if they were to make the library employees town  
11 employees.

12 Julie said if they made the jump in one year and made the three library employees town employees,  
13 the cost would be \$106,000 instead of \$93,000. The cost would increase from \$81,200 to \$106,500  
14 including retirement. Julie said that would be making the big jump in one year and it would be a  
15 \$25,300 increase from \$81,200.

16 Lee asked for an explanation of how currently the library is operated from a trust and the town is  
17 leasing the building for \$1 and other valuable considerations. If they continue in that manner, they  
18 are paying for the employment of the library employees but wouldn't have jurisdiction over them  
19 as town employees. He asked what roles the Selectboard and Trustees would play in the policies  
20 and procedures and hiring and firing of employees. Julie said sometime in 2022 when she had an  
21 opportunity to work with the Trustees, she would get back to the Selectboard with that answer.

22 Heather was agreeable to that goal but was concerned because there were times in the past when  
23 they tried to work it out and it didn't happen. She was concerned there could be ramifications to  
24 the library's independence but believed the employees needed to be supported. She didn't have  
25 enough information to fully support bringing them on.

26 Leigh said she heard the discussion and it sounded like a good one. She thought it may be the year  
27 to do another stipend.

28 Arne said that's where it looked like they were heading. The stipend was being increased from  
29 \$81,000 to \$93,000 so it was an extra \$12,000 to assist the goal of helping them with healthcare  
30 on their end and the next year being spent in conversation on details of possible paths for the future.

31 Leigh said that was her understanding for this year after reading the memo and looking at the  
32 budget. It would work this year as they moved forward to progress toward a possible different  
33 level.

34 Heather recollected the Library Trustees would match what the town paid toward the stipend.

35 Arne asked Ed if he wanted to speak to the issue.

36 Ed appreciated the support the Selectboard, Julie, and the community had shown especially during  
37 the difficult past couple years. He also expressed his appreciation for the library staff who hadn't  
38 missed a day while providing excellent service during the pandemic. He tried to do some research  
39 regarding the question of who oversaw the library and how the Board of Trustees interacted with  
40 the Selectboard. The person who conducted the training of new trustees was a very knowledgeable  
41 person, Jenny Prosser, who is General Counsel for the Secretary of State. She talked about the  
42 statutes being somewhat vague and in a positive sense, allowing the library and the town to work

1 together just as Julie had proposed, to come up with some sort of in sync personnel policy and  
2 expectations for the library employees that may not be the same as other town employees because  
3 of the position but certainly they could reach the goal. He looked forward to working with Julie to  
4 accomplish that end. In terms of contribution, yes, they continue to draw from their preservation  
5 fund an amount to do their best to contribute. Some of their funds are subject to fluctuation as they  
6 are fortunate if they reach their goal for fundraising. They budgeted an additional \$1,500 for book  
7 sales. During the pandemic, Deirdre and others increased book sales by several thousand dollars.  
8 They also put in for an increased amount in donations. They are two-thirds of the way toward the  
9 proposed stipend. They will continue to contribute and appreciate the support.

10 Arne noted there was a third employee, Will Wilcox, and he thanked all three of the library  
11 employees for the hard work they do for the library and town. Leigh said it was true and agreed  
12 100%.

13 In February, Julie and Ed will get back together and continue the discussion.

14 Budget Overall

15 Julie said the budget overall was up \$33,000. By January 5<sup>th</sup>, she expected it to be final. They were  
16 looking at a deficit this year caused primarily by \$140,000 for items for the emergency services  
17 building that they were not aware they had agreed to pay ahead. They also had installed security  
18 systems on all the buildings. There were larger legal fees than anticipated which put them over  
19 \$20,000. And general cost overruns due to covid pricing were also a big part of the deficit.

20 Looking at different ways to handle and deal with the deficit included letting some of it fall through  
21 to the healthy fund balance they have. They also have a healthy fund balance in the capital plan.  
22 Julie didn't want to use it but rather have it in reserve for the tough years coming up. They also  
23 added very little to the capital plan in the past two years. There was the possibility of reducing the  
24 contribution to the capital plan which could absorb. Julie was looking into the use of ARPA  
25 funding. She heard of the possibility of using it for security systems. If that was an allowed use,  
26 they could get back some of the money spent on security systems. There was potential of getting  
27 up to \$65,000 from the ARPA funding into the general fund which would help. They have had  
28 employees out during the pandemic because of contracting COVID or waiting for test results. She  
29 is waiting for the final confirmation that they are ARPA eligible which could be around \$10,000.

30 Heather said they would patchwork a plan to cover the deficit.

31 Julie said the budget was only up \$33,000 at this point and wondered if they should let it increase  
32 a little more and make up the deficit. She wouldn't want more than a two cents increase.

33 Lee questioned how many people had not paid their taxes because of COVID. His thought was  
34 they could increase the tax rate one or two pennies, but would it be the doing taxpayers any good  
35 when they couldn't pay their taxes anyway. Delinquency was staying where it had been right along  
36 and didn't appear to increase due to COVID. Julie said they do a lot of payment arrangements with  
37 people. They do have some anticipated tax sales where people are two or three years behind and  
38 have not reached out to make a payment plan.

39 Julie said there was a formula she is trying to figure out that involves a provision in ARPA funding  
40 that allows a municipality to calculate lost revenue on money from 2020 and 2021 and the money  
41 can be used on anything with no stipulation. It is an extensive formula, but she will try to figure it  
42 out and have the auditors review it.

1 Chester currently has \$450,000 of the ARPA funds and will receive the other \$450,000 in spring  
2 of 2022. She had a meeting scheduled with People’s Bank early in January regarding investing the  
3 funds. She will then come to the January 19<sup>th</sup> meeting with an investment strategy, something like  
4 the economic development fund that can be converted to cash quickly.

5 Anything spent with ARPA funds would need to be justified and accounted for. Julie said it was  
6 why the VLCT created the liaison position and she planned to filter any project through them.

7 Arne said they needed to think about how they address the deficit and the different parts of the  
8 budget so they can decide at the next meeting.

9 Julie said they will be setting the budget on January 9<sup>th</sup>, so by the January 5<sup>th</sup> meeting, they would  
10 have the year-end numbers and the exact deficit. Julie expected to also have the ARPA fund  
11 answers at that meeting.

12 Arne asked for any other questions on the budget.

13 Heather said considering everything over the past two years, she thought it was looking pretty  
14 good.

15 Julie said the auditor had the same thoughts and that a lot of municipalities were facing a deficit  
16 of 25% of their budget and Chester wasn’t and was in good shape.

17 Heather said she wasn’t aware of that information but wasn’t surprised.

18 Julie said every culvert had tripled in price, added with the fuel costs, and bridge decking also had  
19 tripled in price, it was hard to predict costs.

20 Arne said inflation had gone crazy and the budget reflected a slight increase over last year which  
21 they thought appropriate. He thought for the past half year things would not have been as high  
22 except for the inflation of the past 5 or 6 months.

23 Heather said \$900,000 was a nice buffer. She added they weren’t the only ones in this boat.

24 Julie said it was also causing them to look at more efficient ways of doing things and that wasn’t  
25 a bad thing.

26 Arne questioned the school payments budgeted in 2021 of a little over \$5 million but they paid  
27 \$5.3 million and asked where the numbers came from.

28 Julie said the offset would be in what they collected. \$8.3 million was budgeted for current tax  
29 collection but they collected \$8.7 million.

30 Arne said they collected more than expected but a fair amount went to the school.

31 Julie said only a little more than 1/3 of the tax bill was municipal. She said the news had talked  
32 about the huge surplus the Department of Education found which would be coming back to  
33 taxpayer. It would help but nothing they would want to count on.

34 Julie said she tried to build a cushion in, so they didn’t end up in the same boat next year if possible.

35 Arne said it had been an unusual two years and didn’t see it getting better for a while. He asked  
36 for any other concerns or questions regarding the budget.

37 Julie said highway was a big part of the deficit and could be made up by not paying cash for the  
38 pickup truck next year. It could be put into the capital plan for \$12,000 a year and would save  
39 \$40,000 this year.



1 Arne said the highway department was out on Christmas Eve and Day and were out on the roads  
2 taking care of things and did a great job.

3 Heather said the roads were good and well kept.

4 Julie said the packet included a timeline. January 5<sup>th</sup> they would see a first draft and town warning.  
5 They would not have to accept the budget until January 19<sup>th</sup>.

6 **Agenda Item 4, New Business/Next Agenda**

7 Arne asked for future agenda items.

8 Julie said they would have the Andover contract.

9 Lee asked about the solar farm and Julie said it was up for consideration in 2022. Julie said she was  
10 watching for an energy bill that the League has been keeping an eye on. Ted Brady, the VLCT  
11 Director, was talking about ARPA funding through the state that supports municipalities in potential  
12 acquisition of renewable energy sources.

13 Arne asked if anyone out there did it for a living who knew all the ins and outs because it sounded  
14 like it was involved.

15 Heather thought they should start looking at it because it would be long-term.

16 Lee was concerned it may produce what they use and wouldn't have anything for off takers. So,  
17 they wouldn't want contract issues where off takers were guaranteed.

18 Arne said it may be a positive thing for the community.

19 Lee said if they could

20 make their own electricity, it may be in the interest of everyone to go that route.

21 Heather asked Julie about marijuana sales. Heather had heard different things and her understanding  
22 was if it was going to go on the ballot, it had to go on by the next meeting. She asked what their  
23 options were. She preferred to be proactive and an issue the town decided and not ignored. Julie  
24 will get caught up with where it stood.

25 Arne said the bottom line was opting in or opting out. He said part of it was the taxing and what  
26 was coming back to town, and one of the big sticking points was the state was grabbing all the  
27 money. If that was the case, it took away any incentive for opting in. As far as the town was  
28 concerned, he thought money was a big part of it. It would put an extra burden on the town in many  
29 ways.

30 Heather didn't understand it at all, but she understood they needed to do something by a certain  
31 time. Julie thought the deadlines may have changed but would check.

32 Arne said when it came up a year ago, they pushed it to the town meeting time coming up. He  
33 thought the state requirement was next fall. Heather thought if they could avoid another election  
34 and do it in March, it may be easier. Arne said businesses would want to know sooner rather than  
35 later.

36 Heather thought a public forum was necessary and Julie said the town meeting would be the public  
37 forum. Then they would need to decide on whether they would want it on a ballot, and zoning  
38 reform, and other pieces. Julie said she needed to get caught up and would.

39 Julie said at the January 19<sup>th</sup> meeting the Planning Commission would meet with the Selectboard

1 to discuss better use of parking on Cobleigh Street to help with parking on The Green. Preston and  
2 Cathy will give a presentation on the 19<sup>th</sup>, as well as some of the other members.

3 **Agenda Item 5, Adjourn**

4 Lee moved to adjourn, and Heather seconded it. The motion carried unanimously, and the meeting  
5 was adjourned at 7:19 p.m.