



**TOWN OF PITTSFIELD  
PLANNING BOARD  
TOWN HALL, 85 MAIN STREET  
PITTSFIELD, NH 03263**

---

**MEETING MINUTES OF Thursday June 10, 2021**

**ITEM 1. - CALL TO ORDER**

Call to order at 7:00 p.m. by Adam Gauthier, Chair of the Planning Board.

**ITEM 2. – ROLL CALL**

Adam Gauthier – Chair

Matt St. George – Vice Chair

Ray Ramsey

Randy Severance

Carl Anderson – Selectman Rep.

Ed Trzcinski - Alternate

**MEMBERS ABSENT**

Jim Adams – Selectman Alt Rep.

**OTHERS PRESENT**

Bonnie Theriault – Administrative Assistant

Scott LaCroix – Code Enforcer

Pete Pszonowsky - Pittsfield Fire Chief

Nick Abell – Pittsfield Fire Inspector

**ITEM 3. –PUBLIC INPUT**

Tom said that he was the new owner of the car wash and adjacent two-unit building located at 5 Leavitt Road in Pittsfield. Since purchasing the property, he has been working on upgrading the business by refinishing the interior and exterior of the business. So far, he has replaced the old faded signs with new signs, added new stickers to the vacuums, cleaned up the lot, and had just bought parking lot paint with a machine to make some formal parking lines.

One side of the two-unit building has been rented out to a furniture refinishing business that brings customers in by appointment only. The other side of the business will be turned into a truck accessory business with a service bay that is part of the carwash used for quick installs. Tom said that he is looking forward to offering business to Pittsfield residents as well as bringing in citizens from other communities into the Town.

The Planning Board voiced concerns about parking for both businesses and if there would be enough space to offer the quick installs now that racks are taking up 2-3 parking spaces. The owner stated there would be plenty of parking with 3-4 spots in the front area and another 2-3 parking areas that can be

made available along the wall that borders the insurance agency. Board members suggested looking through the Zoning Ordinance so that all specifications on measurements, angles, and handicapped parking are followed.

The Board members thanked Tom for coming in and apologized for receiving the information on such short notice but said they would look over the information and get back to the applicant to try to get the business on the agenda for the next Board meeting on July 8, 2021 stating that a public meeting would need to be scheduled if a waiver is involved.

**ITEM 4. – APPROVAL OF THE MINUTES OF THE MAY 13, 2021 MEETING AND MAY 27, 2021 WORK SESSION**

Adam Gauthier: I make a motion to approve the May 13, 2021 meeting minutes.

Carl Anderson: Second.

Discussion: Corrections to pg. 7; Matt Monahan replaces Matt St. George.

Motion carried 4-0-1. Adam Gauthier – yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes. Matt St. George abstained.

Adam Gauthier: I make a motion to approve the May 27, 2021 Work Session minutes.

Ray Ramsey: Corrections to pg. 2; Replace subdivision plot with subdivision plat.

Discussion: None.

Motion carried 4-0-1. Adam Gauthier – yes, Matt St. George – yes, Randy Severance – yes, Carl Anderson – yes. Ray Ramsey abstains.

**ITEM 5. – CONCEPTUAL DISCUSSION 11 THOMPSON ROAD – R29-4, WITH WILLIAM ETHELLES POSSIBLE 3-LOT SUBDIVISION**

Adam Gauthier invited William Etchells to the meeting and informed him that the discussion was nonbinding.

Mr. Etchells stated that he owned a corner lot on Thompson Road with 6.88 acres. One parcel has an existing well and septic tank that he plans on putting a mobile home back on. Mr. Etchells said that he wanted to subdivide the other two lots but before spending money on surveys, he wanted to come to the Planning Board to see about any rules or regulations.

Board members asked if the parcels were connected to Eversource or NHEC. Mr. Etchells answered that the previous mobile home had been connected by NHEC. Board members explained there would need to be an easement in each deed for the power company and to keep in mind the set back off of the powerlines that would need to be considered before any building as well as State driveway permits depending on where the lot driveways would be located.

Board members thanked Mr. Etchells for coming in and asked that he review the packet of information that was sent to him before submitting the application. Bonnie Theriault pointed out that June 8, 2021 was the deadline to be put on the agenda for the July meeting and that she would call the applicant to let them know.

**ITEM 6. – ACCEPTANCE OF MAJOR SITE PLAN REVIEW APPLICATION – 1253 UPPER CITY ROAD – R17-2**

### **OTMF LLC/MICHAEL FAIRBROTHER**

The Pittsfield Planning Board will hold a meeting pursuant to RSA 676:4, I, (c), (1), to determine whether a submitted application for site plan approval is complete according to the board's regulation. The time and place of the meeting are Thursday, June 10, 2021, 7:00 P.M., at the Pittsfield Town Hall, 85 Main Street, Pittsfield, NH. The applicant's name and address are Over the Moon Farmstead, LLC (OTMF LLC)/Michael Fairbrother, 23 Londonderry Road, Unit 17, Londonderry, NH 03053.

The proposal is a major site plan review to allow for an outdoor Meadery tasting area, with an ordering counter and gift shop inside the existing barn, on the subject property identified as Tax Map R17, Lot 2, in the Rural zoning district. The proposed work area is located at 1253 Upper City Road, owned by Over the Moon Farmstead, LLC (OTMF LLC)/Michael Fairbrother. The application for site plan review is on file for public inspection at the Town Hall, 85 Main Street, Pittsfield, NH.

### **DETERMINE REGIONAL IMPACT on a Major Site Plan for OTMF LLC/Michael Fairbrother**

Matt St. George motioned there was no regional impact on the Major Site Plan.

Randy: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George – yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

### **WAIVERS**

Doug MacGuire, PE of The Dubay Group, LLC. introduced himself to the Board stating that a conceptual discussion at the last meeting allowed some direction to the applicants on how to move forward with the application for an outdoor tasting area with picnic tables along with a gift shop located in the barn.

No new buildings are being proposed and they are utilizing existing features of the site for the business. The parking area will be cleaned up allowing all access to building and the barn including handicap accessory parking. Portable toilets will be used so the septic load is of no concern at this time.

A waiver is requested for the traffic study due to the application being for a small outdoor tasting area. The business owners have also closed one of the access points and added circulation arrows to the site plan to show two-way flow with no issues for deliveries or dead-end parking. Doug MacGuire brought photos to show the sign posted for handicapped reserved parking which also includes several spaces by the picnic tables.

Doug MacGuire stated the revised plans meet the needs of a standard site plan and also include minor revisions that were asked for by the Planning Commission, Fire Department, and Public Works such as dumpster location, grading, and parking. Two additional waivers were noted due to applying for a major site plan; one for limited use of property and the other for a survey on the small portion of property that will be used.

Erosion and sediment control along with a drainage report would not be needed at this time since the business will be maintaining the same flow patterns that were there before the parking lot was graveled. Some of the other concerns that were brought up and addressed include;

1. Waiver for features - The Planning Commission recommended the waiver and felt it was appropriate.
  2. Circulation and access - This has now been clarified on the site plan with arrows showing circulation of traffic and a stop sign added.
  3. Dumpster placement - The dumpster has been relocated behind the barn to provide screening.
  4. Signage – There is an existing 5'x4' sign on site and applicants propose to use exact same sign but reskin the face of it.
  5. Proposed contours and elevations – The site plan shows the existing contour and also shows proposed contours, matching existing conditions.
  6. Public service connections not shown- overhead electrical conduits are now shown on the site plan. The overhead wire to the existing house and barn has been added as well.
  7. Survey of property lines- asking for waiver due to the substantial cost for 98 acres when not using all.
  8. Abutter screening – No residents are in the vicinity of the development so no need to buffer at this point.
  9. Sidewalks- There is a gravel parking area, clarified on site plan, that has a gravel access way to the buildings and includes ADA accessible parking. No permanent sidewalks are proposed at this time.
- Doug MacGuire said Public Works asked about safety rail fencing along the retaining walls which have since been installed and now show on the plan. The Fire Department concerns of meeting safety code were addressed and handled through the building permit.

Board members took a vote on the waivers below;

#### **Section IV.B.II.1 – Existing Features of Entire Site**

Adam Gauthier motioned to approve the Existing Features of Entire Site waiver.

Carl Anderson: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

#### **Section IV.B.II.5 – Landscaping Plan**

Adam Gauthier motioned to approve the waiver for a Landscaping Plan.

Randy Severance: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

#### **Section IV.B.II.7 – Full Boundary Survey**

Adam Gauthier motioned to approve the waiver for a Full Boundary Survey.

Carl Anderson: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

#### **Section IV.B.II.9 – Erosion and Sediment Control Plan**

Adam Gauthier motioned to approve the Erosion and Sediment Control Plan wavier since the property features already exist.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

#### **Section IV.B.II.10 – Drainage Report**

Adam Gauthier motioned to approve the waiver for a Drainage Report.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

#### **Section IV.B.II.11 – Traffic Study**

Adam Gauthier motioned to approve the waiver for a Traffic Study.

Carl Anderson: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

#### **Section IV.B – Residential Buffers**

Adam Gauthier motioned to approve the waiver for Residential Buffers.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

### **ITEM 7.- PUBLIC HEARING – MAJOR SITE PLAN REVIEW APPLICATION – 1253 UPPER CITY ROAD – R17-2 OTMF LLC/MICHAEL FAIRBROTHER**

If the Pittsfield Planning Board determines that Over the Moon Farmstead, LLC (OTMF LLC)/Michael Fairbrother's, application for site plan approval is complete at the above-noticed meeting, then the board will hold a public hearing pursuant to RSA 676:4, I, (c), (1); RSA 676:4, I, (e); the Town of Pittsfield Site Plan Review Regulations, section III; and the Town of Pittsfield Subdivision Regulations, article 5, section 1, (d), and article 5, section 4, (a) on the merits of the application immediately after the board's completeness determination. The board will not give additional notice of a continuance of the merits hearing to a later meeting.

Adam Gauthier stated the Board would now go over the merits or summary of issues Matt Monahan presented and the regulations requirements for the waivers followed by any additional questions or concern from Board members and public input from abutters.

Matt St. George motioned that the existing natural features and boundaries on the plan were addressed through a waiver and met due to only a portion of the property being used.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that all building sizes, types, locations and setbacks were met and are shown on the plan.

Carl Anderson: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that off-street parking was located on the site plan and addressed.

Carl Anderson: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned to approve location, width, curbing, type of driveway access and travel lanes with the condition that it be shown and listed on the site plan.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that type and location of solid waste disposal facilities has been shown on the plan.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that location, size, and design of the sign is being replaced in like kind of the existing sign and has been shown on the site plan.

Carl Anderson: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that location and type of lighting for all outdoor facilities, including divergent area of illumination, has been shown and listed on the site plan.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that water supply and the sewer disposal facilities have been shown and listed on the site plan.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that the drainage report has been addressed by a waiver.

Adam Gauthier: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that the traffic study has been addressed by a waiver.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that the survey of property lines has been addressed by a waiver.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that the Erosion and Sediment Control Plan has been addressed by a waiver.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that the size and location of all public service connections were addressed.

Carl Anderson: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned existing and proposed contours are on the plan.

Carl Anderson: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that location and allocation of drainage was addressed by a waiver.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned that size and proposed location of water supply and sewage facilities are approved for this application but not for any future expansion.

Carl Anderson: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Adam Gauthier called for public input.

Mrs. Brown of Tax Map 17 Lot 1 stated her property abuts the business at the bottom of the hill in the back. She noted that no septic plan was addressed on the site map due to the business using portable toilets at this time but had concerns about the amount of traffic in the future with upwards of 600 or more people a day. She had questions about septic capacity and protection of the ponds and wet lands.

Jane Livingston stated that she was also an abutter just past the bottom of the hill. She stated she had concerns about the two streams that cross the property with the amount of people that would be coming through. She felt that expanding at some point could also pose a problem for parking especially when traffic already bottlenecks during apple season at Appleview Orchard.

Board members noted any future changes to the business structure and/or capacity would involve a series of meetings with the abutters being noticed so that they can voice those concerns. The septic would also need to be inspected and upgraded to meet the capacity and would need to pass State inspection.

Adam Gauthier closed public input at 8:29 p.m.

Matt St. George motioned that the application is substantially complete.

Carl Anderson: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Board members discussed any additional conditions that would need to be met before opening.

Matt St. George had concerns about where the existing shed would be relocated. Matt suggested adding it to two spaces next to the island and asked if the installed fencing on the backside was up to



code for safety.

Doug MacGuire said that he would add the shed to the plan and that they are working with a contractor on the fencing. The fencing is strong enough but is a 6' setback from the rail to the edge that would need to be brought down to code.

Matt St. George noted that the driveway dimensions would also need to be on the plan along with correcting and taking off the well that is now out of service. Randy Severance noted there was a discrepancy in the quantity of lights noted on the plan that would also need to be corrected.

Matt St. George asked if the business was an agricultural business and that there are certain requirements for meeting regulations and RSA to make sure the application goes through. Doug MacGuire said it was 100% agricultural due to beekeeping and that the NH Supreme Court registered agricultural tourism and wineries as agricultural businesses.

Bonnie Theriault added to make sure all the stamps and signatures were added. Doug MacGuire said a Planning Board signature block and owner signature block were added with surveyor marks added to the site plan for recording purposes.

Adam Gauthier asked if the Board members had any other questions or concerns before approving the site plan review with conditions.

Adam Gauthier made a motion to approve the major site plan review for OTMF LLC, Michael Fairbrother as complete.

Carl: Second.

Discission: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Adam Gauthier motioned to list as a condition of approval that all State and Federal licenses that are required to be listed on the site plan.

Ray Ramsey: Second.

Discission: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Adam Gauthier motioned to list as a condition the parking and driveway dimensions be listed on the site plan.

Carl Anderson: Second.

Discission: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Adam Gauthier motioned to list as a condition to illuminate the existing well in the middle of the parking lot that is listed on the site plan.

Carl Anderson: Second.

Discission: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Adam Gauthier motioned to list as a condition to update note for number of lights on site plan.

Carl Anderson: Second.

Discission: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Adam Gauthier motioned to list as a condition to show the shed relocation on the site plan with approval by Code Enforcer.

Ray Ramsey: Second.

Discission: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

Matt St. George motioned to approve the major site plan project for Over the Moon Farmstead as discussed with waivers for an outdoor tasting area and indoor counter and gift shop with the five conditions listed.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

The Board members thanked and welcomed Michael Fairbrother to Town. Adam Gauthier notified the applicant that there would be a 30-day appeal period.

#### **ITEM 8. – CHANGING START TIME OF PLANNING BOARD MEETINGS**

Discuss and vote to have a public hearing at the July 8, 2021 Planning Board meeting, to amending the planning board meeting times from 7:00 PM to 6:00 PM; and to update the Planning Board Rules of Procedure to reflect the change in time if approved, as well as amend the language referencing the administrative personnel titles at Town Hall

Board members discussed keeping the Planning Board meetings at 7:00 p.m. and the Work Sessions at 6:00 p.m. Bonnie Theriault said due to her title changing and the current regulations, the Board would need to take a vote for her to help out moving forward.

Adam Gauthier motioned to appoint Bonnie Theriault as a land use assistant to the Planning Board.

Carl Anderson: Second.

Discission: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George– yes, Ray Ramsey – yes, Randy Severance – yes, Carl Anderson – yes.

#### **ITEM 9. – BAILEY PARK SUBDIVISION UPDATE**

Carl updated Board members on research showing the Planning Board at the time approving the road

(which has since been plowed yearly) and because the acceptance hadn't been contested in over 5 years, the road was determined to be part of the Town. Carl said the last issue with the Bailey Drive cluster development is the developers deeding the open space.

Matt St. George made a motion for K & M Developers to move forward on Bailey Park to create undevelopable open space land with common ownership amongst lot owners.

Ray Ramsey: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George – yes, Ray Ramsey– yes, Randy Severance – yes, Carl Anderson – yes.

#### **ITEM 10. - SELECTMEN'S REPORT**

Carl Anderson said that a check will be sent to Central NH Regional Planning to continue work at the next meeting for Thursday June 24, 2021 at 6:00 p.m.

#### **ITEM 11. - MEMBERS' CONCERNS**

Matt St. George stated an Auto Glass company used to be at the Car Wash business and suggested a waiver for the Truck Accessory business to move forward. Carl Anderson agreed stating that part of the story will be whether the prior business conformed with the Zoning Ordinance and if what is now being proposed complies. Board members agreed to look over the information and get back to the Car Wash business owner.

Matt St. George had a concern about a letter that was sent to Bell Brothers to address the electronic sign that was put up. Matt felt the previous sign was already in place and was only changed to an electronic sign so it should fall under accessory use and not expansion of use. Matt said he felt there was no need for the applicant to come back to the Planning Board for site plan review and that the issue could be resolved by simply complying to the Zoning Ordinance for signs instead of causing undue hardship on the business owners.

Matt St. George read item F under general standards, Signs and Illumination;

Signs of whatever size and materials shall be permitted accessory use in the Commercial and Light Industrial/Commercial districts of the Town and on the premises of businesses or permitted industry in other districts, provided that any such signs do not constitute a nuisance in the opinion of the Planning Board by emitting an unreasonable amount of light or noise compatible with the surrounding area in terms of their size, height, and visual impact.

Adam Gauthier said he felt the sign did fall under expansion of use because the advertisement on the sign was expanded/moved and is now in the form of an electric sign. Matt St. George argued that many other businesses in Town would need to come in to the Planning Board if this were the case. Carl Anderson said the question was whether or not the sign violates the sign ordinance for Zoning. Matt St. George said the animation part could violate the Zoning Ordinance and that the owners would need to adjust the program changes to be in compliance. Board members further discussed sending a letter to the building inspector asking him to rescind the letter and to work with Bell Brothers to find out if the sign meets the Zoning Ordinance.

Matt St. George made a motion to rescind the letter that was sent to the building inspector about Bell Brothers in light of discussion of Planning Board regulations and the Zoning Ordinance on signs, with building inspector checking to see if they fall within zoning ordinance.

Ray: Second.

Discussion: None.

Motion carried 4-1-0. Adam Gauthier – no, Matt St. George – yes, Ray Ramsey– yes, Randy Severance – yes, Carl Anderson – yes.

#### **ITEM 12. - ADJOURNMENT**

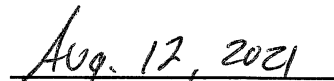
Randy Severance: I make a motion to adjourn at 10:08 p.m.

Matt St. George: Second.

Discussion: None.

Motion carried 5-0-0. Adam Gauthier – yes, Matt St. George – yes, Ray Ramsey– yes, Randy Severance – yes, Carl Anderson – yes.

Approved:   
Adam Gauthier, Chairman

  
Date