

**TOWN OF BEDFORD  
TOWN COUNCIL MEETING MINUTES  
May 13, 2020  
Zoom Meeting**

**1. ROLL CALL:** A meeting of the Bedford Town Council was conducted Wednesday, May 13, 2020 virtually without a physical location in compliance with Governor Sununu's Emergency Orders #12. Participating were Dave Gilbert (Chair), Denise Ricciardi (Vice Chair) and Councilors, Phil Greazzo, Bill Duschatko, Melissa Stevens, Bill Carter and Lori Radke. Also participating virtually was Town Manager Rick Sawyer and Planning Director Becky Hebert.

7:00 PM

Chairman Gilbert stated I'd like to call the May 13, 2020 meeting of the Bedford Town Council to order and as Chairman of the Council 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 this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that they are providing public access to the meeting by telephone, with additional access live on BCTV Comcast Channel 22 or streaming online by going to the Town website and choosing BCTV under "departments" and clicking on Channel 22. They are utilizing an online platform called Zoom for this electronic meeting. All members of the Council have the ability to communicate contemporaneously during this meeting through this platform. If interested, the public can call into this meeting by contacting the Town Manager [rsawyer@bedfordnh.org](mailto:rsawyer@bedfordnh.org) or calling 603-792-1300 to receive the call-in information. If anybody has a problem accessing the meeting via the phone please email us at: [councilors2@bedfordnh.org](mailto:councilors2@bedfordnh.org). 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.

Chairman Gilbert took a roll call attendance and called on the Councilors and they responded: Bill Carter-here, Bill Duschatko-here, Phil Greazzo-here, Lori Radke-here, Denise Ricciardi-here, and Melissa Stevens-here. Town Manager Rick Sawyer and Planning Director Becky Hebert were also joining the meeting.

**2. PLEDGE OF ALLEGIANCE – N/A**

**3. PUBLIC COMMENTS**

Chairman Gilbert stated that public comments can be made now if you are on the phone by dialing \*9 and then wait until we call on you. We will also read any comments that have been sent to [councilors2@bedfordnh.org](mailto:councilors2@bedfordnh.org)

Chairman Gilbert asked Mr. Sawyer if any comments had been received through our email address or if there was anyone on the phone who have dialed \*9. Mr. Sawyer responded that there were two members of the public who were members of the Telecommunications Subcommittee on the phone. There were also four individuals on the phone for an agenda item.

#### **4. PUBLIC HEARING**

##### **a. Consideration of Ordinance 2020-01 amending Chapter 239, Streets and Sidewalks, to add Article VI, Utilities, Poles, Wires and Equipment within Public Right-of-Ways**

Chairman Gilbert stated that his public hearing was continued from their April 8, 2020 meeting. If anyone would like to provide comment and are on the phone please dial \*9 and we will call on you. They would also read any comments that have been sent to [councilors2@bedfordnh.org](mailto:councilors2@bedfordnh.org). He stated that Rick Sawyer and Becky Hebert are here to answer any questions.

Chairman Gilbert opened the Public Hearing.

Chairman Gilbert asked Mr. Sawyer if any comments had been received through our email address or if there was anyone on the phone who have dialed \*9. Mr. Sawyer responded that so far there was no one from Eversource or Comcast that had their hand up to speak. Mr. Sawyer stated that they received letters from Comcast and Eversource and they were attached to the staff report.

Chairman Gilbert wanted to know if he had an amendment or a change he would like to read from Counsel or have them talk about would that happen outside the public hearing or inside the public hearing. Mr. Sawyer stated that he raise it now so the public would know what amendment he was thinking about making, but he doesn't have to. He can wait until the public hearing is closed.

Councilor Duschatko wanted to know they could identify the names from Comcast and Eversource. Mr. Sawyer stated that it was Bryan Christiansen from Comcast, William Craig, Jay Yergeau, and Erik Newman from Eversource.

Councilor Radke stated that she knows the Telecommunications Committee had been working on this a long time and wanted to know why just now they are getting letters from Comcast and Eversource. She wanted to know if they had been contacted letting them know this was coming forward. She wanted to know at this late time they were receiving letters. Why at this time. She thought some background information would be helpful. Mr. Sawyer didn't believe they had reached out to any of the utilities when the Telecommunications Committee was drafting the ordinance. This is the public hearing process and that's when utilities or anybody else would become aware of a new ordinance. It's very typical for utilities to watch all legislation and they have services that look in newspapers to make sure if there are any ads that are talking about changes to

utilities or right-of-ways and they would be flagged and sent to the representatives that were on the call tonight and generate the letters.

Councilor Radke mentioned that there was a recommendation that legal counsel look at potential changes or in light of the testimony and wanted to know if legal counsel looked at the ordinance before the letters came in. Mr. Sawyer stated yes. Councilor Radke wanted to know if they were now looking at something else based on some letters. She wanted some clarification on that. Mr. Sawyer stated that he made the recommendation that if there was any testimony tonight that would amend the ordinance in some way that could potentially put them in violation of any law. They aren't experts in this and it's new and they would be one of the first in NH to be adopting such an ordinance, so his recommendation was to proceed cautiously, but if the Council was ready to proceed tonight they are welcome to do so. Councilor Radke wanted to know if legal had seen it yet and the response was yes. She wanted to know if legal counsel would be seeing it again along with the letters.

Ms. Hebert stated that counsel has reviewed the ordinance a couple of times and has reviewed some of the initial comments from Comcast and Eversource. She clarified that right-of-way ordinances were fairly common in NH and Bedford didn't have one on the books yet. This right-of-way ordinance not only regulates all the typical utilities that you see in a right-of-way, it also regulates personal wireless communications facilities. That's the new and innovative aspect of the right-of-way ordinance.

Kathleen Bemiss, resident and member of the Telecommunications committee, stated that they spent a lot of time and Bart has reviewed the ordinance and they had other people involved. She understands that Comcast and Eversource were interested in what they were doing. She stated that the ordinance was presented in such a way that it was universally applied across all utilities, which is what needs to happen. She hoped that the Town Council takes that into consideration, the hard work that was done and they received legal approval before presenting this to the Town and just because the other interested parties don't think it would be beneficial for them, that they shouldn't change the ordinance as it is written or amend it. Councilor Ricciardi stated that the latest review based on these interested parties' letters, legal counsel said that the ordinance was perfectly legal.

David Tuttle, resident and member of the Telecommunications committee, was there to support the work that they did. Some of the folks on the call spent a lot of time doing the research to build this and they spent many hours going back and forth trying to interpret FCC rulings and other things to come up with something that would allow the Town to hold on to its right to regulate telecommunications and other equipment in the right-of-way while doing it in a way that would pass legal muster. As well as the other members he also wanted to recognize Chris Swiniarski. He's in the telecommunications industry and someone who would let them know what they could or couldn't do based on FCC rules and other court rulings and legislation he was familiar with. He was there to support the work that was done and hoped the Council adopts it.

William Craig, Eversource, wanted to know when they should give their comments. Chairman Gilbert stated that this was the time to make their comments. After they close the public hearing, they talk amongst themselves and not take any input from the public.

Erik Newman, with the legal department at Eversource, wanted to know if the Council had a chance to review their letter. He thought it largely speaks for itself in voicing their concerns with this, which weren't limited to just the legality of it, but speak to their concerns with how this could interfere with system reliability and other operational interests as well as their mission to provide a cost effective electrical service. They expressed what they thought were their key concerns. He wasn't intending to repeat or summarize the points raised in the letter unless they would like him to do so. Chairman Gilbert thought that was the comment and didn't know if they needed to go any further.

Councilor Greazzo thought it would be a good idea to raise some of the issues. He's not sure the public has had a chance to read the letter, so they may not be aware of the information the Council has. Mr. Newman stated that he would be happy to read it into the record if they thought it would be helpful. Councilor Greazzo stated that it was part of the agenda so if the public wanted to read it they could have.

Councilor Stevens was curious if they wanted to talk about the proposed amendment only to see if the interested parties calling into the meeting had any comments regarding those amendments. Chairman Gilbert wanted to know if Councilor Stevens was referring to the amendment proposed by legal counsel and she responded yes.

Chairman Gilbert stated that legal counsel reviewed the letters and the ordinance and everything and has proposed they add a comment that says, 'The Committee shall have the authority to waive application content if it is determined items are not applicable to the application. The Committee shall have the authority to waive requirements of this Section if the applicant shows that such requirement is not technology feasible and the proposal is not detrimental to the public good.' His other comment at the bottom of the letter says, 'I would prefer the Town goes in this direction rather than a blanket exemption for Comcast or utilities such as Eversource.' Counsel also said that he believes this gives the committee further authority to waive sections and talked about height and spacing requirements that may be too restrictive and unreasonable.

Bryan Christiansen, Comcast, wanted to know who is on the committee and how often do they meet. He would be concerned about that. He thought Eversource sort of alluded to this. A lot of this stuff is operational and timely. He wanted to know if it was a blanket waiver from the committee or was it per instance, per construction. It wasn't clear to him. Chairman Gilbert stated that they don't have a committee yet and thought they would do that tonight. He hoped that they did it by each instance and not a blanket.

Councilor Ricciardi stated that in the letter that Chairman Gilbert read, they did say that it was legal made the suggestion if they choose to follow it. She would hate to see any detriment to the ordinance that would put the Town in any harm's way.

Ms. Hebert clarified that she believed the committee anticipated reviewing batches of applications. When you think about per installation, it's not every individual piece of equipment shown installed on a pole or in the right-of-way. The committee anticipated receiving batches of applications or requests from utility companies and being able to approve those collectively to save everybody some time and effort. The committee also anticipated developing preferred designs that would be pre-approved. She thought the pre-approved designs would extend to all of the utilities and they could work with the Wires and Poles Committee to help establish those preferred design standards, which would also save folks time and energy in the permitting process moving forward. The ordinance was looked over by their legal advisors very carefully and they are trying very carefully to treat all utility companies as equally as possible understanding that they all have different infrastructure that they are installing within the right-of-way. The waiver clause was recommended as a way to help the committee deal with unanticipated requests or designs or infrastructure that might need special consideration.

Councilor Stevens didn't feel as though the attorney addressed the issue with RSA 12-k. In talking with Chris (Bandazian), he brought that up as a problem in regards to the legality of this. That law makes her quite nervous. She doesn't necessarily want to be the first town in the State to go head to head with the utilities when it comes to this RSA, because it seemed pretty black and white to her as far as what they are able to do and what they are were not able to do. Ms. Hebert stated that nothing in the ordinance is prohibiting the installation of equipment in the right-of-way, but it is providing some design standards.

Councilor Stevens wanted to know if they were talking about design standards in Town, why wouldn't this become an issue for the Planning Board, because they are the board that they go to when it comes to design. Ms. Hebert stated that it's not a Planning Board issue because it's for installations within Town-owned public right-of-ways. The Planning Board would still oversee and review any permits on private property.

Mr. Christiansen, Comcast, wanted to know if a copy of the proposed amendment would be made available to the public. Mr. Sawyer stated that if the Council ends up making an amendment it would be integrated into the ordinance if they act on that tonight. If they only discuss it and then table it then they would make that available. If they make it tonight, it's just being implemented as part of the ordinance tonight.

Ms. Bemiss wanted to reiterate that the ordinance was designed to give all utilities an equal playing field and would have to be responsible for the exact same thing in the spirit of the Telecommunications Act. If they change it with the amendment that is proposed, it could give a leg up to certain industries over others and she thought that would be more detrimental and probably lead to more issues. The way that it's designed now is to give every utility an equal playing field and they have to play by the same standards.

Councilor Stevens stated that another hesitation she had with this the way it's written was that it didn't give any information as to who the committee would be, and that makes her nervous, because they are giving those people the authority to oversee the utilities and expect that they have, as the amendment was written, some background in the

technology of the equipment, so she would also like to discuss that before making a decision even on an amendment to this. Mr. Sawyer pointed to Section 239-4, paragraph E of the ordinance, which states that the committee shall be comprised of five regular members with the Public Works Director and Planning Director, or their designees, being appointed to serve as regular members and as proposed there would be three members of the public that would be appointed to the committee. Chairman Gilbert thought they could do it with less than five people, and recommended the Planning Director, the Public Works Director, and one of them as a Town Council representative.

Mr. Tuttle didn't anticipate that someone would need a heavy technical background in any of those fields to be on the committee as described. The plan, if approved, was to go to experts in the field and get examples of aesthetics for equipment, come up with a set of approved equipment from that, and then going forward it's going to be people who were accustomed to looking at these things, because they have a packet in front of them of approved designs. In the long run, they would be able to look and say someone is coming in that doesn't have an approved design. They are going to give pictures and documentation that the committee has requested. They can use what they know and what they've seen that they know is good, look at it and make a good, reasonable inference as to whether it makes sense for them. It wouldn't hurt to have one person appointed to the committee that had some background in the various fields.

William Craig, Eversource, stated that right now they meet with the Director of Public Works and he was wondering if the committee was adopted, how it would work with regard to the Planning Board process. Chairman Gilbert stated that it was its own board and didn't have to go to Planning or Zoning. Mr. Sawyer thought what Mr. Craig might be alluding to is if there was a subdivision or site plan approved by the Planning Board, and there are poles shown on those plans approved by the Planning Board, there are requirements in the subdivision regulations for undergrounding new developments. He thought it would be that once you get your subdivision or site plan approved, and if it had a new pole or underground utilities as part of it, they would also have to get this permit from the committee. Ms. Hebert agreed with Mr. Sawyer. They would have to get their poles and wires permit in addition to their Planning Board review, but this is only for infrastructure in the public right-of-way, if they are making improvements on private property that would not be something that would be reviewed by this committee. That would continue to be reviewed by the Planning Board. Mr. Sawyer clarified that the work that is reviewed by the Public Works Director for typical pole permits right now does not go to the Planning Board, so this would replace the current process that the Public Works Director currently has.

Kathleen Bemiss, thought that it was integral to have members of the public on the committee, just because things that have happened in the Town in the last couple of years. She thought the more public people you can have involved the less people will think that there are things going on that should not be going on.

Jay Yergeau, Manager of Regional Operations for Eversource, was concerned with the 45 foot maximum pole height. It really limits them from a liability perspective of putting in

automated switching devices so they can isolate issues down to the smallest customer blocks and restore as many customers as possible. With the amount of third parties that are on some of the poles, sometimes they have to go to the 50 foot poles to be able to get that device in and it does have a direct impact on reliabilities for their customers. Chairman Gilbert wanted to know what would be the maximum height of a pole that they would use. Mr. Yergeau stated that 50 foot was generally the highest they would go unless they have a special exception to go over a highway, and then they would go to 55 or 60, but they don't have a need for anything over a 50 foot pole.

Councilor Ricciardi wanted to know if he would be more comfortable if it was 50. Mr. Yergeau stated that he would be most comfortable if it was 50 and then maybe if there was a need that Eversource and the Town agreed on that anything else would be by exception. Councilor Ricciardi wanted to know how many 50 foot poles they had in Town. Mr. Yergeau stated that he would have to look into their plant records, but he's sure that they have quite a few. The poles in Bedford were actually owned by Consolidated Communications, but they work closely with them when they have a need and in certain cases where they choose to not participate, Eversource does install Eversource owned poles within their territory to accomplish those reliability goals for their customers. Councilor Ricciardi wanted to know the percentage of 50 foot poles. Mr. Yergeau didn't have that information and stated that they own, they are part owners, joint owners with Consolidated and he could get the Board that information. Councilor Ricciardi stated that she was trying to establish the need for it. Mr. Yergeau stated that the main areas they are going to see that are the Route 101 widening, those are 45 and some of the junctions where other circuits come off of the main line, those are 50's, and South River Road in Bedford, when they did that road widening project about six or seven years ago, they are 50's. They typically need a 50 foot pole to maintain their minimum approach distance to make sure that the pole is constructed in a safe manner and that they have clearances between ground and energized conductors. Councilor Ricciardi stated that it would really be mostly not in residential neighborhoods that they would need a 50 foot pole. Mr. Yergeau stated that that would be a very rare exception unless they had a distribution right-of-way line and that kind of went over one of the roads, mostly off road, but as a crossover. Mr. Sawyer stated that it was paragraph N where the 45 feet is currently listed.

Councilor Radke wanted to know why they chose 45 feet. Councilor Ricciardi stated that they discussed it and looked at what the majority of the poles are. This wouldn't prohibit, they would just have to get permission to a different height. Ms. Hebert stated that they spoke with the public works director and his recommendation was 45 feet. Councilor Carter wanted to know if it would be an easy fix to say '45 feet but not to exceed 50 feet' or would it cause more of an issue to put that phrase in there. Mr. Sawyer stated that he wouldn't put that language in there. He thought it would make it too cumbersome for the committee. He stated to either make it 50 feet or keep it 45 feet with a waiver.

Mr. Yergeau mentioned the language about minimum 150 foot spacing and after reviewing the document that also poses some concern. When parcels of land are sold and they need to install a wingspan pole to allow a feed to that new area. He didn't realize there were exceptions to these rules. He wanted to know if that was a hard and fast 150

foot that is in the ordinance proposed or could there be exceptions to that. Councilor Duschatko thought that Section N could be modified to put in 'not to exceed 50 feet in height' and also poles not less than 150 feet apart on the same side of the street, however, the applicant could ask for a waiver in the height and width requirements. Mr. Sawyer read the end of paragraph N, because it already covers one of the statements that Councilor Duschatko said, 'poles shall be located not less than 150 feet apart on the same side of the street. The other part would just be changing 45 feet to 50 feet. Waivers are already allowed under paragraph E.

Mr. Yergeau stated that the spacing requirements would also limit reliability and the pole height would as well. When they were reading through it, it seemed like if they wanted to put a pole in they would have to move everything to get it to 150 foot spacing. He was relieved to hear there would be exceptions, because he thought that would be nearly impossible. There are a lot of situations where they do install an existing pole within a span with almost always with Jeff Foote's approval to add a reliability device or provide feed for a new customer.

Councilor Ricciardi stated that the ordinance was to help protect Bedford. It wasn't to inconvenience Eversource or Comcast in any way. They are not trying to make it more difficulty, they are just trying to have a level playing field. She didn't have an issue with amending the pole height and working with him on it, but she wants the ordinance itself to remain in its current state with that type of amendment in place.

Mr. Sawyer stated that the committee discussed it at length and fully anticipated things like having to place a pole in between two other poles for a new development and higher poles and that is why the waiving ability is in the ordinance. He recommended changing the height to 50 feet.

Councilor Carter thought they should keep the committee members at five. He liked the idea of three, but having two others on this would give them the stability of five people looking at something instead of just three.

Councilor Radke mentioned that under Q, it says no signage and she wanted to know if down the road if they wanted to put banners on there this would not allow that to happen unless they put a waiver in. Did this prohibit or is this something totally different. Ms. Hebert stated that Section 239-4-B exempts the Town, so municipally owned banners would not be something that would be prohibited.

Councilor Radke wanted to know if there was anything in there that requires them to remove a telephone pole if they put a new one. Ms. Hebert stated yes. They worked with Jeff Foote on this section, Section W, and there is a 90 day notice and removal policy.

Councilor Stevens wanted to know if Jeff Foote looked at this and was he part of writing the entire ordinance or just sections of it. Ms. Hebert stated that she and Mr. Sawyer met with Jeff on several occasions and went through the ordinance line by line and addressed his concerns and incorporated his comments. He is not a member of the

Telecommunications committee, so he did not attend those working meetings, but he was consulted in the process and is fully aware of the ordinance and aspects of the ordinance.

Councilor Stevens stated that Mr. Craig talked about going through a process already with Jeff and she wanted to know if that process that they already go through with the Town would happen and this would be an additional layer on top of what they already do. Ms. Hebert stated that this would replace the existing process, which is fairly informal and involves filing a license application with the Town Clerk and then Jeff holds biannual meetings with the utility companies and they talk about road work. They would actually be meeting more frequently with the utility companies and really looking at their specific projects through the Poles and Wires Committee.

Councilor Radke wondered why the committee is needed when they have capable staff to review that and make decisions. Councilor Duschatko stated that they debated this and one of their first concerns was that this committee should have the ability to respond rapidly and not be set to necessarily having evening meetings that would be difficult to schedule, but during the normal course of business. One of the original intents was to keep it in a professional group that were already employed by the Town: Public Works Director, Director of Planning, or their designees, Town Manager as an option if he or she wanted to, have one of the Councilors if they have the time to be involved in that. Their biggest concern after that was making sure that the public had a feeling that this was being conducted on an open and disclosed manner, because of some of the concerns that Mrs. Bemiss raised. In the past it looked like many of the dealings with telecommunications was done in closed door situation. They are trying to balance the requirements of making things efficient and fair to all stakeholders as well as giving the public a window of opportunity to see what's happening. Councilor Radke mentioned how they want to make it more public, but this committee is going to meet during the day and make their decisions and wanted to know how public that was. They weren't going to be on BCTV, so you would still be dealing with the inside Town Hall making the decisions, two or three people and staff, so how is that public. Councilor Duschatko stated that they have to keep records of those meetings. It's not a public forum for input. Councilor Radke wanted to know if they were going to post and take minutes of every meeting. Councilor Duschatko thought they had to. That should be happening anyway on these decisions.

Chairman Gilbert thought they could handle it with just the PW Director, Planning Director and one Town Council representative, because he didn't think they needed to get a whole bunch of people involved in this.

Bryan Christiansen, Comcast, stated that there were services out there that flag this stuff for them. They review hundreds if not thousands of right-of-way ordinances every year in this country. They don't comment on many of them, because many of them don't conflict with their franchise agreements. In their 5 page letter, they pointed out 11 conflicts this ordinance was going to have with their franchise agreement. He mentioned it not being a blanket waiver, but an ongoing waiver process. He was interested to hear what the Council thought would be the controlling interest for Comcast. He wanted to know if it would be the previously negotiated franchise agreement or federal law or the local

ordinance, because there are 11 conflicts that make the franchise agreement quite complicated and quite murky.

Ms. Hebert stated that the Town attorney reviewed the franchise agreement with the proposed ordinance and didn't see the same conflicts that they raised in their letter. They felt that the ordinance was something that could be adopted and the Town had every right to move forward with the proposed right-of-way ordinance as written. Mr. Sawyer agreed. He understands the points raised by Comcast and they wanted to make sure they were doing things properly so they reached out to their attorney who gave that advice.

Chairman Gilbert closed the public hearing. Councilor Greazzo thought they had to vote to close the public hearing. Mr. Sawyer explained that it's just a procedural element that they've done historically when they've been in a regular meeting. It's easy to open and close a public hearing with a simple motion, but in this case they are meeting virtually, and they would have to do each of those by roll call vote, so they simplified their night. There is nothing in the statutes, Charter or Rules of Procedure that say you have to take a motion to open and close public hearings. The Chairman has the ability to do that.

Councilor Radke stated that in the staff report, the recommendation is that they table this hearing to a date certain to allow legal counsel and staff to review any written or verbal testimony. She thought that was the most prudent way to go right now. Councilor Ricciardi stated that they already did that. Mr. Sawyer clarified that he didn't think there was any new testimony that they didn't already have and already been reviewed by legal counsel.

**MOTION by Councilor Ricciardi that the Bedford Town Council amend the height in section N from 45 to 50 and approve the ordinance in its entirety with the amendment.**

Mr. Sawyer stated that her motion was to amend Paragraph N to from 45 feet to 50 feet.

**Seconded by Councilor Carter with discussion.**

Ms. Herbert wanted to know if there was a discussion of an amendment that was read earlier during the Council discussion regarding an expansion of the waiver. Mr. Sawyer stated that there was a discussion, but it wasn't included in the motion. Councilor Ricciardi stated that it was an omission, but they could put it in there. She thought the expansion was fine. Mr. Sawyer thought it sounded like Councilor Ricciardi wanted to amend her motion and include additional language in Paragraph E. Councilor Ricciardi stated that she didn't have that language. She knew the height restriction, but then after discussion she figured it was reasonable to amend the expansion.

Ms. Hebert stated that the expanded language would modify Section 239-4-E to add a sentence after the existing sentence that addresses waivers. She read the whole phrase to include both sentences that address the waivers, 'The Committee shall have the authority to waive application content if it is determined items are not applicable to the application. The Committee shall have the authority to waive requirements of this Section

if the applicant shows that such requirement is not technology feasible and the proposal is not detrimental to the public good.’

Councilor Ricciardi didn’t want to expand the waiver and kept her motion as it stands. It satisfied the attorney and it satisfied everybody involved. The pole height can be raised from 45 feet to 50 feet. There is a waiver in place and they can look at each thing case by case as they discussed.

Councilor Greazzo stated that they wouldn’t be looking at it, the committee would be looking at it and they get the decision making that goes along with that and that’s where he’s not supporting that. He didn’t think the committee should be deciding on their own. The ordinance creates a committee and that then makes a decision and decides whether they want to waive or approve. He thought they should be making a recommendation and then it should be approved. They shouldn’t be the deciding factor.

Councilor Duschatko wanted to know who they would be making the recommendation to. Councilor Greazzo stated the Town Council or the Planning Board. Councilor Duschatko stated that neither one of them are involved. Councilor Greazzo thought whichever one of them ends up with this plan in front of them other than Telecommunications. He didn’t think they should be left to make the decision. Chairman Gilbert stated that the desire is to have another committee that is a deciding committee like the Town Council and Zoning, Planning and Historic District that make a decision. They are not advisory like the other committees. That’s the goal. They don’t need to have oversight by anyone that’s why he felt that having the Planning Director, the Public Works Director and one Councilor be that committee was good enough. You don’t want more oversight than you need. That’s where he believes it’s appropriate. It’s being done now anyway by Jeff and Becky and their departments and sort of formalizing the way it’s going to work. Councilor Greazzo agreed with what Chairman Gilbert just said and wanted to know what you would need a committee for if it’s already being done. Chairman Gilbert thought they could say that too. You could say Becky and Jeff can handle it. He didn’t have a problem with that either.

Councilor Stevens agreed with Councilor Greazzo that if they already have a process in place. They know what they have written right now that they have utilities that have an issue with it and yet the intention of this is to regulate a technology that they haven’t even seen yet, so they don’t even know what might be coming down the pipeline that might further complicate what they’ve written here. It seems like they are putting the cart before the horse here as far as trying to address any sort of issues.

Councilor Ricciardi clarified that it isn’t the Telecommunications, its Poles and Wires Committee. They are being proactive in protecting the Town and making a level playing field. It’s been suggested that all towns, and many have done them, do a right-of-way ordinance. She, Rick, and Becky went to a very important, lengthy seminar strongly suggesting this and they’ve all done the due diligence. It is not to put anybody in harm’s way, it’s to protect the Town and it is within their legal right to do that.

Councilor Greazzo stated that he didn't oppose the ordinance; he thought the ordinance was fantastic. He just didn't think they needed that extra layer of a decision making committee when they already have decision making taking place.

Councilor Stevens wanted to know what they were protecting the Town from, because it looks as though a lot of this it is written in regards to aesthetics. She wanted to know what was it that they were looking to protect the Town from. Councilor Greazzo stated that it's aesthetics, but it's also density. If they don't have any sort of guideline to go by, they are going to have poles and wires anywhere they can stick poles and wires. He thought that was the reason for having this laid out and outlined specifically so there is no gray area, there is no question mark; you can't have a pole every 10 feet.

Ms. Hebert stated that the committee talked about the ordinance being important, because it provided a very transparent process for reviewing utility installations including personal wireless facilities, small cell wireless, in the right-of-way and provided a transparent process with notification to nearby landowners, so folks would know what's going on. If there was a new small cell installation, they would know that it was going in, they would know that it would need to meet FCC requirements for the RF (radio frequency) emissions, and would need to meet all Federal standards. It's a public notice as well to have the permitting process in place. On the committee there were varying degrees of concern regarding the small cell installations, but there were several members of the committee that felt strongly that it was important to notify the public that this infrastructure was being installed close to their home or public right-of-way.

Councilor Radke stated that she was thinking about another way to inform the public and agreed with Becky on her comments. She wanted to know if they could eliminate the committee and then anything that comes forward goes in front of the Telecommunications Committee in a way of just letting them know what's happening to make it public or get their input on it or something, but not actually making the decision. She agreed that they don't need another committee, but it's good information the public needs to know about.

Chairman Gilbert thought what Councilor Radke was proposing was adding more layers. If they've already got the process now and confirmed that it's Jeff's office and Becky's office working on them now and there's no one else involved. If you want, let them keep doing it and they can make it public to the people and if they are decision makers and they approve that, that's great, but they don't need an advisory committee.

Councilor Duschatko agreed that they don't need another five person committee making these decisions. He thought if there was capability in the Public Works Department and the Planning Department then they should comprise that review process with a little slighter emphasis on getting these discussions made in a public format and reviewed by the public. One of the intentions of the ordinance was to have control over the right-of-ways, but another thing was to achieve a more uniform look of the type of future equipment that may be installed on various poles in Bedford within the right-of-ways; it is the one thing they can regulate. All the information regarding the FCC regulations, they can't go away from that; it's the governing position. All they were trying to do is establish

a criteria that would keep things consistent once they had applications for new personal wireless 'small cell' applications. If they strip out that language regarding the committee, he would be happy with that.

Chairman Gilbert mentioned that there was a motion made by Denise to make the pole height 50 feet. He wanted to know if they could deal with that separately and then deal with the other issue of the committee or combine it together. Mr. Sawyer explained that the motion is to approve the ordinance with the one amendment, so they would either have to withdraw that motion or act on it. Chairman Gilbert wanted to know if they could make a separate motion about the committee makeup. Mr. Sawyer stated that he would have someone make a motion to amend the motion on the table or first act on the one before you, or have the two Councilors that made it and seconded it withdraw it so they could continue their discussion.

Councilor Ricciardi stated that if it was acceptable to everyone she would amend the motion to say they are amending Paragraph N to change the height from 45 to 50 and amending a committee of five to be the three person as discussed about Public Works, Planning and a Town Council member as opposed to a committee of five and that the Town Council approve Ordinance 2020-01 adopting amendments to Chapter 239 to create new Article 6 Utilities, Poles, Wires and Equipment within the Public Right-Of-Way to be effective upon appointment of the Utilities, Poles, and Wires Committee by Town Council and adoption of the committee's rules and procedures and necessary regulations. Councilor Carter agreed with the amendment.

The new amended motion reads:

**MOITION by Councilor Ricciardi that the Bedford Town Council amend Paragraph N to change 45 feet to 50 feet and amend the committee of five to be the three person as discussed with Public Works, Planning and a Town Council member as opposed to a committee of five and that the Town Council approve Ordinance 2020-01 adopting amendments to Chapter 239, to create new Article VI, Utilities, Poles, Wires and Equipment within the Public Right-of-Ways to be effective upon appointment of the Utilities, Poles and Wires Committee by Town Council, and the adoption of the Committee rules and procedures, and any necessary regulations.**

**Roll Call Vote: Melissa Stevens-nay, Denise Ricciardi-aye, Bill Duschatko-aye, Phil Greazzo-aye, Lori Radke-aye, Bill Carter-aye, Dave Gilbert-aye. Motion Passes – 6-1.**

## **5. NEW BUSINESS**

- a. Petition for the discontinuance of a portion of Harvey Road

Ms. Hebert explained that this was a request from Circle Drive Associates. They are the owners of Lot 35-98-5 off of Harvey Road to discontinue a portion of Harvey Road Extension. Harvey Road Extension is a paper street and this means that the right-of-way for the road was dedicated to the Town when the original subdivision was approved in 1998. The road was never constructed. Ms. Hebert showed a couple of plans to give them an idea of what she was talking about. The owners of the lot at the end of the roadway, at the end where there would have been a cul-de-sac, are the ones petitioning to discontinue a portion of the existing right-of-way. The lots that would also benefit from this roadway to the east and west have been developed with Haigh-Farr to the west and Bedford Self-Storage to the east. Circle Drive Associates, the petitioner, also owns the parcel to the south. NH RSA 231:52 governs roadway discontinuances. This procedure is fairly common. They haven't seen one in Bedford for a few years, but it's a common request for municipalities to discontinue either completely or partially paper streets or roadways that are on the books but not yet been constructed or never been constructed. The process to complete the discontinuance is for the Town Council to hold a public hearing and provide notice to the abutting property owners, Haigh-Farr and Bedford Self-Storage, and to provide at least 30 day notice of the public hearing. The action for tonight is to schedule the public hearing to review the discontinuance request. At the public hearing she could give more details about the request and the history of the subdivision. She could also go into details tonight.

Councilor Duschatko wanted to know if this was contingent on approval of the proposed subdivision. Ms. Hebert responded yes. The owner of the parcel in question and the property to the south is in the process of proposing a workforce housing and elderly development with access to South River Road across from Iron Horse Drive. The discontinuance would unburden the lot and open up undeveloped land. The recommendation in the staff report is that any recommendation or any approval of the Town Council to release a portion of Harvey Road Extension be conditioned on owner receiving final Planning Board site plan approval for the proposed development, which would ultimately merge the two properties and establish a separate access point. Councilor Duschatko wanted to know if the merger of the two properties was a deal breaker if they don't merge. Ms. Hebert stated that they would need to merge the properties in order to complete the development that's been discussed by the Planning Board. Councilor Duschatko stated that the original subdivision, someone put a cul-de-sac in there as access to create other lots. Ms. Hebert stated that was correct. Councilor Duschatko wanted to know if they were losing those. Ms. Hebert responded no. The subdivision that laid out Harvey Road Extension, Harvey Road Extension provided access to the Haigh Farr property at 43 Harvey and Bedford Self-Storage at 12 Autumn Lane and both of those properties are accessed off of Harvey Road and Autumn Lane. This is the last remaining parcel that would benefit from the extension.

**MOTION by Councilor Carter that the Bedford Town Council schedule the matter for public hearing on Wednesday June 24, 2020, at 7:00 PM, and provide the required notice to abutters pursuant to RSA 231:52. Seconded by Councilor Duschatko.**

**Roll Call Vote: Phil Greazzo-aye, Lori Radke-aye, Denise Ricciardi-aye, Melissa Stevens-aye, Bill Duschatko-aye, Bill Carter-aye, Dave Gilbert-aye. Motion Passes – 7-0.**

a. **Other New Business – None.**

**6. OLD BUSINESS**

a. **Other Old Business – None.**

**7. APPROVAL OF MINUTES**

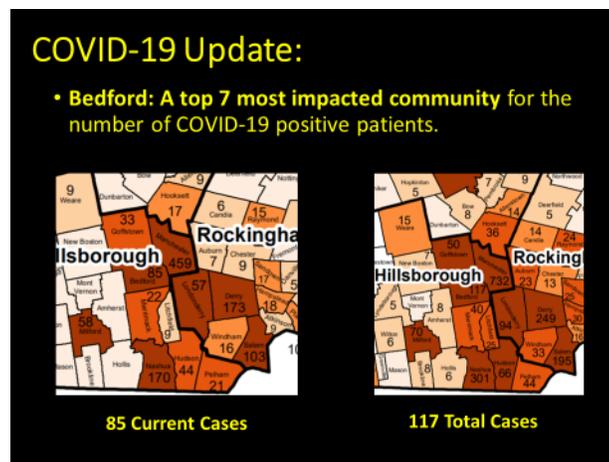
a. **Public Session – April 8, 2020**

**MOTION by Councilor Duschatko that the Bedford Town Council approve the minutes of the April 8, 2020 Public Session. Seconded by Councilor Carter.**

**Roll Call Vote: Bill Carter-aye, Denise Ricciardi-aye, Bill Duschatko-aye, Phil Greazzo-aye, Melissa Stevens-aye, Lori Radke-aye, Dave Gilbert-aye. Motion Passed – 7-0.**

**8. TOWN MANAGER REPORT**

1) COVID-19 Pandemic Update – Bedford remains in the top 7 most impacted communities for the number of COVID-19 positive patients with impacts in some of our long term care facilities as well as the general community. I strongly encourage all residents to follow the CDC and State of NH recommendations for protecting yourself when out completing necessary travel during the Stay at Home 2.0 Order. Those recommendations include wearing a face covering and washing hands as often as possible. In the early weeks of the pandemic our emergency personnel had little contact with COVID-19 patients, but now it is very much a part of their typical day.



Our Fire Department has been designated a Mobile Integrated Healthcare (MIH) Provider which allows our team to provide training and complete Coronavirus testing in partnership with our 7 long term care facilities. This program is expected to cost approximately \$7,000 in overtime expenses which will be covered under FEMA PA 75% and hopefully 25% under the GOFERR program. This is an essential service for us to provide in hopes of keeping our most vulnerable residents safe.

- 2) COVID-19 Relief Funds and Acts. We are currently addressing the responsibilities, requirements, and responses to all of the following financial relief programs and employer/employee programs:
  - a. GOFERR Funds – The Governor’s Office for Emergency Relief and Recovery has made \$32M available to local municipalities to reimburse eligible COVID-19-related expenses out of the CARES Act funding for costs incurred from March 1, 2020 to August 31, 2020 that are outside of the FEMA PA Program. Bedford’s allotment based on population is \$543,847. Currently these funds would be used for our non-emergency response items like: telework costs, increased election costs, wages and benefits required by the Families First Coronavirus Response Act for non-first responders, childcare costs for first responders and essential employees due to school closures, cleaning supplies, signage, separation barriers, increased welfare costs, and emergency responder stipend expenses not covered by that program. They cannot be used for lost revenues.
  - b. FEMA Public Assistance Program - The Disaster Declaration is valid from January 20, 2020 forward. Currently, the PA program has a 75% federal cost share, in which the town is responsible for 25%. A request has been made to be able to use the GOFERR funds for the 25% match but typically federal funds cannot be used as the match. This program is where we will seek reimbursement of emergency response costs such as PPE, over time, pandemic related training, and disinfection materials.
  - c. DOJ Grant – This program allows us to acquire items needed for the long response to the pandemic and we anticipate being approved for approximately \$87,000 for items such as disinfecting equipment, ventilators for the ambulances, and a decontamination shelter.
  - d. CARES Provider Relief Fund – Bedford has been allotted \$29,195.09 but comes with a condition that we cannot seek out of pocket expenses (beyond insurance) for COVID-19 positive patients. Our team has made a recommendation to me to accept these funds as we expect the majority of COVID-19 patients to be covered by Medicare where we typically receive approximately 72% of what we receive from a privately insured patient so this will help to make up those losses. Additionally our ambulance revenues are down for the year over 2019 due to the stay at home order.
  - e. US DHS-FEMA Assistance to Firefighters Grant – We have made a request through this grant for 8 powered air purifying respirators (PAPRs) which is a superior form of PPE that cover the head and face could be utilized by those on shift each day and are reusable. Value is approximately \$25,000.
  - f. Emergency Responder Stipends – The Governor has provided the opportunity for a \$300 a week stipend to our full time police officers and firefighters and \$150 a week to our part time / call members for the months of May and June. We

currently have 71 full time and 11 part time personnel that are eligible. The State will reimburse the Town for the stipend amount but we are responsible for the payroll taxes and administrative costs for making the payments through our payroll system and tracking eligibility. The costs can be recovered through the GOFERR allotment.

- g. Families First Coronavirus Response Act (FFCRA), Expanded Paid Sick Leave Act (EPSLA) and the Emergency Family and Medical Leave Expansion Act (EFMLEA). All three of these acts have taken significant time to understand and implement with new policies across all departments and education to our employees.

Councilor Radke thought it was a great report. She mentioned the first responder stipends and thought it was a great program. She thought they missed a department that she believes has truly done above and beyond and put themselves in harm's way was the Public Works Department. She's hoping the State will recognize them in the future. She thought particularly about the Transfer Station personnel who interact with the public day in and day out probably more so than the first responders. She was hoping that the governor and the committee would recognize the DPW who have not had the ability to work from home. It's a group of people that she truly believes should be recognized. She is happy that they are recognizing the first responders who put themselves on the line every day. Mr. Sawyer appreciated that and would make sure to pass those sentiments along to the Public Works employees.

Councilor Greazzo mentioned that there were 85 current cases and 117 total cases and wanted to know if there were any fatalities. Mr. Sawyer stated that he didn't have the fatality numbers in front of him, but he knows this past weekend there were at least five fatalities in Bedford all from long-term care facilities and he expects those numbers to increase significantly. Councilor Greazzo hoped that there was a plan in place to head that off before it does become catastrophic. That's a huge concern. Mr. Sawyer stated that he knows it's a number one prime importance to the Fire Captain that has been trying to deal with this. Capt. Selleck has been in communications with the long-term care facilities from the very start. The first days of the pandemic, the Fire Department made contact with all of those groups and they've had ongoing Zoom meetings with all of them together to talk about how they are all working together and what steps they can take to try and keep COVID out of the facilities that don't have it yet and help address those that do. By becoming that mobile integrated medical provider being able to get on site and perform the testing the State hasn't been able to get to, in all the locations. It allows their team to get in there and get the testing done early. He can't applaud Chief Hunter and Capt. Selleck enough. Those are the two primary, and he's sure he's leaving members of the Fire Department out. They discuss it every day and the Chief keeps him informed and its number a one on their minds. Councilor Greazzo wanted to know if they had a plan that they are creating or in place to get the personal protective equipment and sanitation and the distancing policies working in the long-term care facilities. This is his bigger concern. Dollars can come in later, but if they aren't taking care of the folks that are stranded and trapped in those facilities, it's going to be a big problem here real soon. Mr. Sawyer stated that he doesn't have first-hand experience, but he did talk to the Chief on

that subject today and he assured him that as residents need medical care, as they need hospital care, they are being transferred out of the facilities and brought to the hospital as soon as they need it. An element that the State has in place is to return to a long-term care facility, you have to have two negative tests at least 72 hours apart. He agrees that it's a critical element to the pandemic fight, not just for the residents, but for the employees. He thought their team was doing a number one job on it and as best as anyone is doing it in the State. Councilor Greazzo agreed and is impressed with all of the departments and the Town and how they've responded and adapted and have been able to move forward with things that need to get done.

- 3) Motor Vehicle Registration – The lobby of the Town Office Building has reopened for limited hours 10 AM – 4 PM for motor vehicle registration and other bill payments ONLY. At risk members of our community or anybody else who is not comfortable coming in can make an appointment for weekday morning hours by contacting the department at 472-3550 and [MV@BedfordNH.org](mailto:MV@BedfordNH.org). Motor vehicle registrations also includes boats and trailers. We do encourage people to continue taking advantage of online or mail in options whenever possible as maximum occupancy in our lobby is 4 customers. Please wear a face covering and keep a 6 foot separation to others when coming to the building. Offsite payment option can be found on our website <https://www.bedfordnh.org/819/Online-Bill-Payment>.



- 4) The Library is now offering contactless curbside pickup of library materials for cardholders 10 AM – 2 PM, Monday - Saturday.
  - Request a Bedford item by using the [online catalog](#) or by calling 472-2300.
  - We will call you when your item(s) is ready for pickup.
  - Before you leave the house for the Library, or when you arrive, call 472-2300. We will then check the item(s) out to you and place your item(s) on the table outside the main entrance. After the staff person has returned to the building, come to the table to pick up your items.
  - Return in the outdoor book drop between 10 AM - 2 PM, Monday – Saturday.
- 5) Temporary Outdoor Dining Permit – The Town created a [temporary permit](#) that allows existing food service establishments that choose to operate under the “NH Stay at Home Order 2.0” to begin serving customers through outdoor seating. Establishments

with previously approved outdoor seating do not need a temporary permit unless requesting additional seating beyond what has been previously approved.

- 6) Pool, Courts, Skateboard Park, Playgrounds – currently remain closed and we continue to monitor the Governor’s Reopening Recommendations for guidance on how to move forward with these facilities. It is likely that tennis courts will be able to be open very soon, but the other items may need to stay closed at least through the Stay at Home 2.0 order. We are looking closely at keeping the pool closed for the year as a way to save costs, especially if physical distancing requirements will force us to have a very limited number of participants at any one time.
- 7) Memorial Day Parade – Cancelled.
- 8) Camp Witzel – Cancelled. Unfortunately the physical distancing requirement together with the likely inability to go on field trips and the school buildings being closed to the public has forced us to cancel our summer camp for the year. Refunds will be provided to the 16 families that had registered.
- 9) The Town Clerk, Supervisors of the Checklist, and the Town Moderator have started looking at implications of the pandemic on the September Primary and November General Elections in order to make any necessary changes. The State has determined that voters may vote absentee if they have any concerns with attending an election as a result of the pandemic which will likely significantly reduce the people at the polls, but also overwhelm our typical absentee voting process. I am confident the team will be able to develop new procedures along with anticipated cost impacts over the coming weeks and in plenty of time to educate the public.
- 10) Bedford Cares – continues to provide an incredible service to members of our community who are in need of assistance with such things as shopping and picking up of prescriptions while also making donations to the Bedford Food Pantry that now exceeds well over 1,000 pounds of food. If you need their support please reach out to them at 792-1319 or on <https://www.facebook.com/BedfordNHCares/>. I can’t thank Councilor Ricciardi enough for her continued relentless efforts.
- 11) Bedford Sewing Battalion – has been a tremendous resource for the community by providing thousands of masks to anyone who needs them including Town and School District employees on a moment’s notice. I truly appreciate their efforts. They can be reached at: <https://www.facebook.com/groups/222249565687445/>
- 12) I truly can’t thank our employees enough for all of their efforts adapting to the changes the pandemic has caused to their work responsibilities. The amount of creativity they have shown across all department with their online presence has been fantastic. Their desire to serve the public at the highest level is truly commendable. Their planning and implantation on phased re-openings where possible shows their commitment to their jobs and the community. All of this work is being completed while many are dealing with remote learning, child care issues, working remotely, and unfortunately in some cases being quarantined, isolated, or even having COVID-19 positive coworkers, family, and friends.
- 13) The last day to make party affiliation changes prior to the September 8<sup>th</sup> Primary Election is Tuesday, June 2, 2020. With the Town Office Building being closed you are asked to make an appoint if you need to change your affiliation by contacting the Town Clerks Office at 472-3550 or [townclerk@bedfordnh.org](mailto:townclerk@bedfordnh.org). To check your affiliation through the Secretary of State [app.sos.nh.gov/Public/PartySearchResults.aspx](http://app.sos.nh.gov/Public/PartySearchResults.aspx).

- 14) Please register your dog(s) prior to June 1<sup>st</sup> in order to avoid any late fees.
- 15) Tax bills are on schedule to be issued by the end of May with a July 1<sup>st</sup> due date. The first bill of the year is based on the tax rate set in 2019 with property valuation updates made for any changes to the property completed by April 1, 2020.
- 16) 2020 Roads Program – The early season good weather has allowed the 2020 Roads Program to get off to a great start with work being conducted in one form or another on more than 20 roads. Finish Pavement: Darling Street, Dery Street, Gendron Street, Hall Avenue, Johnson Street, Lawes Avenue, Merry Street, Sandstone Drive, Savoie Street, & Woodlwan Avenue. Reclaim and Binder: Donald Street, Old Bedford Road (Donald to Rte 114 bridge), Cote Lane, Stephen Drive, Strawberry Hill, Random Road Culverts: Beaver Lane, Blanford Place, Elk Drive, Grey Rock Road, & Windsong Circle. Work has also been initiated on Hitching Post Lane, Kahliko Lane, and Valley View Road. Lastly, that final paving on Donald Street (between the Manchester town line and Old Bedford Road) and on Old Bedford Road (between Donald Street and the Route 114 overpass bridge) will occur on May 14<sup>th</sup>. Expect alternating one-way traffic and delays.
- 17) May 25<sup>th</sup> – Bedford Town Offices, Library, Transfer Station, & BCTV Closed for Memorial Day.
- 18) The deadline for applying for elderly, disabled, blind property tax exemptions and veterans, disabled veterans tax credits is extended from April 15 to June 1, 2020 for NEW applicants. Please contact the Assessing Department at 472-8104 or visit their website for more information <https://www.bedfordnh.org/149/Assessing>
- 19) 2020 Census – Bedford currently has a response rate of 78.1% which is second in the state which is great. I would love to see Bedford be the first community to reach 100%. Please complete the Census by going to <https://my2020census.gov/> It truly takes less than 10 minutes to complete.

## **11. COUNCILOR COMMENTS AND COMMITTEE UPDATES**

Councilor Carter stated that they didn't have a Conservation Commission meeting in April. It looks like they will have one in May. He was reading the Police and Fire reports for last month and got a kick out of the Police Chief's notes of the birthday drive-by's. They've done 12 over the last month. It shows that even in this time of COVID-19 that they can come together as a town and do some special things and he thanked the Police Chief and the Fire Chief for the work they do going forward and in the past.

Councilor Greazzo stated that the Historic District Commission met yesterday and there was application that got approved. The Water & Sewer Advisory Committee meeting has been cancelled.

Councilor Ricciardi stated that she wanted to tell everybody, all of the departments, Rick especially, all the hard work that they are doing extra for the COVID-19. She thanked all of the volunteers for Bedford Cares, because she couldn't do it without them.

Councilor Stevens stated that ZBA was meeting next week. They met last week and pools are a big hot commodity. They have looked at a few plans for those. As far as Memorial

Day, she would like to thank all of those families that are missing loved ones for their sacrifice and wanted to make sure they are all taking that moment to pay those respects.

Councilor Radke wanted to know if there had been an increase in requests for welfare. Mr. Sawyer stated that they've seen an uptick in requests, but the number of applicants that actually get something has not dramatically increased. There are a lot of requests, but once they understand the limitations of the program, most of the applicants don't end up being able to apply. Ms. Radke stated that they may not feel it now, but she was a little worried about a year from now as far as people paying mortgages, taxes and things like that. She thought as a group they need to think about how to address that. They may not feel it now, but they will feel it in about a year so they should keep that in mind.

Chairman Gilbert thanked Harvest Market for donating a good amount of equipment they were not able to keep and gave it to the Educational Farm. He also thanked Goedecke for donating paint to the Farm. He noticed that the roads seemed much cleaner.

Councilor Carter wanted to know when they discuss the appointments. Chairman Gilbert stated that he would contact them and the appointments would be made at their May 27<sup>th</sup> meeting.

## **12. NON-PUBLIC – RSA 91-A:3 (if necessary)**

## **13. ADJOURNMENT**

Chairman Gilbert asked for a motion to adjourn.

**MOTION by Councilor Carter to adjourn the meeting. Seconded by Councilor Ricciardi.**

**Roll Call Vote: Bill Carter-aye, Denise Ricciardi-aye, Melissa Stevens-aye, Bill Duschatko-aye, Phil Greazzo-aye, Lori Radke-aye, Dave Gilbert-aye. Motion passed – 7-0.**

The meeting ended at 9:10 PM.

Respectfully submitted,

Dawn Boufford