

**TOWN OF NEWMARKET, NEW HAMPSHIRE
TOWN COUNCIL REGULAR MEETING**

January 4, 2017 7:00 PM

TOWN COUNCIL CHAMBERS

Approved January 18, 2017

PRESENT: Council Chairman Gary Levy, Councilor Dale Pike, Councilor Amy Thompson, Councilor Toni Weinstein, Councilor Amy Burns, Councilor Kyle Bowden

EXCUSED: Council Vice Chairman Phil Nazzaro

ALSO PRESENT: Town Administrator Steve Fournier, Superintendent Meredith Nadeau, Finance Director Lisa Ambrosio; Alan Gould, Stephen Daly, George Klauber and Bruce MacDougall of Municipal Resources Inc. (MRI)

AGENDA

Chairman Gary Levy welcomed everyone to the January 4, 2017 Newmarket Town Council Meeting and called the meeting to order at 7:02 pm, followed by the Pledge of Allegiance.

Chairman Levy stated that Councilor Nazzaro was away on business.

PUBLIC FORUM

Chairman Levy opened the Public Forum at 7:02 pm.

Charlotte DiLorenzo introduced herself as the new State Representative for District 17, the Newmarket-Newfields area. She said they were looking forward to an exciting legislative year and she would come back when she received her contact information from the State.

Chairman Levy closed the Public Forum at 7:03 pm.

PUBLIC HEARING - None

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

Acceptance of the Minutes of the Regular Meeting of December 21, 2016

Councilor Thompson made a motion to approve the minutes of the Regular Meeting of December 21, 2016, which was seconded by Councilor Burns.

As there were no changes or corrections, Town Administrator Fournier polled the Council and the minutes of the Regular Meeting of December 21, 2016 were approved by a vote of 6-0.

Acceptance of the Minutes of the Non-Public Meeting of December 21, 2016

Councilor Thompson made a motion to approve the minutes of the Non-Public Meeting of December 21, 2016, which was seconded by Councilor Bowden.

As there were no changes or corrections, Town Administrator Fournier polled the Council and the minutes of the Non-Public Meeting of December 21, 2016 were approved by a vote of 6-0.

REPORT OF THE TOWN ADMINSTRATOR

Town Administrator Steve Fournier informed the Council that Police Chief Kyle True had announced two Police Department Promotions. He stated that Detective Sergeant Rick Beaudet had been promoted to the position of Lieutenant, and had been working with the Newmarket Police Department for approximately 23 years. He said he also worked as a liaison with the Circuit Court handling criminal arraignments and grand jury processes, and would serve as Department spokesperson in the Chief's absence. Town Administrator Fournier stated that Greg Jordan was promoted as well to the position of Sergeant. He said had worked as a field training officer and recently graduated from a mid-management Command Training course at Roger Williams University.

Town Administrator Fournier stated that a new House Bill to allow charter towns to appoint Town Clerk was introduced which would allow the 7 towns that operate under a Town Council form of government to be able to determine if they would prefer to have their Town Clerk appointed or elected. He said the State adopted Home Rule for cities and towns that allowed them to determine which form of government suited their community, and this bill would clarify how towns operate under RSA 49-D. He said this was enabling legislation and any change would have to go before voters in the form of a Charter Amendment.

Town Administrator Fournier said tonight would be a first reading of Resolution #2016/2017-18 Application for a Community Development Block Grant. He stated that the Newmarket Housing Authority had requested they submit an application to the New Hampshire Development Finance Authority for \$500,000 to upgrade the facilities on Great Hill Terrace. He said there would be no financial impact to the Town, and they would secure the services of a Grant Writer to be paid through proceeds of the grant at the meeting on January 1, 2017. He said the Council would have to hold a Public Hearing and accept input

on the Community Development Bond Grant, as well as some other Housing Regulations. He said the Council would then be voting on whether or not to apply for the Grant. Councilor Thompson asked about the ownership of Great Hill Terrace and Town Administrator Fournier said it was owned by the Newmarket Housing Authority.

NEW FINANCE DIRECTOR

Town Administrator Fournier said he was pleased to introduce *Lisa Ambrosio*, who was the new *Business Administrator for the School* and would be *Finance Director of the Town* starting on March 1, 2017.

Finance Director Lisa Ambrosio said she was looking forward to working with the team on the Town side and working for both groups. Councilor Pike asked about what she was currently focusing on, and Finance Director Ambrosio said in the short term she was getting through the budget for the School and had dabbled in some things on the Town side. She said she was working out the logistics and mapping out her transition over to integrate both into her workday. Town Administrator Fournier added that the current Interim Finance Director had been meeting with her regularly.

Chairman Levy said he assumed she had done both town and school before, and Finance Director Ambrosio replied that she had, but not both together. She said she was used to taking on new initiatives, and had done a consolidation of new financial software in Amherst. She said she felt the key would be communication to make sure expectations were in line and everyone was working together. Chairman Levy asked how she would be working to combine the software for the School and the Town. She said she would need to look at what packages were available, but that two separate sets of books would need to be maintained as they were different financials for the Town and the School.

Town Administrator Fournier said they were looking to replace their current Financial Software system and then make sure it also met the needs of the School. Chairman Levy asked about cost savings, and Finance Director Ambrosio said that the software system would need to work for both and would basically involve a maintenance fee from the software company for the future. She said she felt the savings would not come from the cost of the software but in her consolidated position.

SCHOOL FACILITIES UPDATE – Superintendent Meredith Nadeau

Superintendent Meredith Nadeau stated that the Bond Proposal from the School District was just under \$39 million, and that the Budget Committee would be reviewing the proposal on Monday evening at 7:00 pm. She said there would be an Information Session this Saturday at 10:00 am at the Junior-Senior High School, with a Public Hearing on January 12, 2017 at 7:00 pm also at the High School. She said there would be a few more Information Sessions scheduled for Thursday January 26th at 7:00 pm at the Elementary School and on February 15th at 9:00 am in the Town Hall. She stated that the Deliberative Session would be held on February 4, 2017, with the Town at 9:00 am and the School at 10:00 am.

Superintendent Nadeau stated that the estimated tax impact information, which was included, would mean a first year interest-only payment of \$1.33/1,000 projected. She said the School Board was at this time contemplating a 30-year Bond Proposal, which would mean a \$3.15/1,000 tax impact for subsequent

years above and beyond the current taxes. She said additional information could be found on the Newmarket School Project Website link, or by emailing her, the School Board, or the Facilities Committee with questions. She said she wanted to make sure people had the information they needed to make an informed decision.

Chairman Levy asked how they had arrived at a 30-year bond. Superintendent Nadeau said they it came largely from Public Information Sessions and feedback from the people. She said it involved an additional interest payment over 30 years, but she felt it was a long-lived asset that they expected to be around for 30 to 50 years, and input had been to spread the dollars out over that time period. Chairman Levy asked what the difference between a 20-year and a 30-year bond would be. Superintendent Nadeau said she recalled that it was approximately a \$200/year difference. Chairman Levy asked what percentage of the construction costs were for architecture and engineering fees, and Superintendent Nadeau said they represented approximately 7.5%. Chairman Levy asked about contingencies in the event they went over the bond amount, and Superintendent Nadeau said they would then have to find savings in the project as they did not have license to exceed the Bond amount.

Councilor Thompson pointed out that though they would paying \$200/year more for the bond over a 20-year period, they would be paying for 10 years less with a savings of approximately \$7 million, and said the New Hampshire Bond Bank typically did 20-year loans. Chairman Levy asked if there had been any kind of anticipated budget increases for the School. Superintendent Nadeau said they did not anticipate fuel cost increases and pointed out that the new systems would be much more efficient than currently. She said electrical costs were projected to increase due to increased use of technology, and said they would probably be paying for the custodial position through energy savings. Chairman Levy asked about staffing and Superintendent Nadeau said a second Custodian might be needed in 2021 when the project reached completion, but that otherwise staffing was based on enrollment.

Superintendent Nadeau stated that at the Elementary School they were basically trading in Modulares for square footage and that it was not really an increase in space. She said they were adding a Kitchen and a Cafeteria at the Junior-Senior High School which would also provide some savings in their Food Service Program. Councilor Weinstein thanked Superintendent Nadeau for coming, and asked whether they had considered adding Solar or another type of renewable energy. Superintendent Nadeau said not for this piece, but that other opportunities could be looked at outside the Construction process. Chairman Levy thanked Superintendent Nadeau for coming in to present the information to the Council.

MRI EFFICIENCY STUDY – Final Report

Town Administrator Fournier stated that MRI had completed their efficiency study and were here to present a summary of their findings.

Mr. Alan Gould stated that he was the president of Municipal Resources Inc. (MRI) and served as the Project Manager on this project. He introduced Mr. Steve Daly who was the Team Leader and handled internal Town Hall functions, Mr. Bruce MacDougall who handled Police, and Mr. George Klauber who did Fire. He suggested they first run through the slides, make some comments, and then get into questions in more detail after the review.

Mr. Gould first provided an analysis of services starting with the Project Purpose, which was to provide an independent and objective evaluation and list opportunities to improve effectiveness, reduce duplication, maximize services, contain or reduce future costs, and enhance sustainability. He explained that in their approach they had used in-service subject experts and technical reviews and assessments through document review, site visits, interviews and researching alternatives. He said that the Departments reviewed included the Town Administrator, Finance, Town Clerk/Tax Collector, Planning & Code Enforcement, Police, Fire & Emergency Services, Public Works & Environmental Services, IT, Recreation, and Human Services.

Mr. Gould next presented an overall assessment of the Town of Newmarket. He stated that operations functioned quite effectively and efficiently and the Town had a pretty traditional structure and a conservative approach to staffing. He said the staff was competent and dedicated but that staffing levels were marginal. He said it was both good news and bad news that the Town was a very lean organization, and said there would be marginal savings from their recommendations. He said anything they could do down the road, such as regional partnerships, would be helpful.

Mr. Gould said that for the future they saw incremental staffing increases due to demand for services and/or collaboration with the School District. He said in the near term he saw the shared Finance Director and Human Resources Director and the shared Facilities Manager. He said the shared Finance Director would be a consolidation of the primary functions associated with the School Business Administrator and the Town Finance Director which was already underway, and felt the crucial piece would be the software used to integrate those services. As far as the shared facilities manager, the position would oversee Buildings, Grounds, and mechanical systems of the School District and the Town with the addition of Custodial Services for the School. He stated that the focus of the Facilities Manager should include Capital Planning, commodities purchasing and procurement, coordination of Maintenance Contracts, Buildings/Facilities-related Capital budgeting and planning and sequencing of Capital repairs, modifications/replacements, and oversight of major building projects.

Mr. Gould said that in the long term the Town should monitor opportunities for inter-local partnerships including regionalization or providing Regional Fire/Rescue and EMS Services, purchasing, and Public Safety Dispatch Services to neighboring communities. He said other suggestions were to work on the Council-Administration interface, update software applications, and explore partnering with the School District for mutual IT backup. As far as Community Development, Mr. Gould said they recommended considering the separation of Planning & Zoning from Code Enforcement, updating technology, looking into cloud-based GIS, and looking to the future in support of growth.

Police Department: Mr. Gould said that recommendations for the Police Department included making more use of media, considering a fire-suppression system for Police Headquarters, expanding departmental capacity and training for community emergencies, monitor personnel turnover to maintain a trained workforce, and implement an Alarm Ordinance.

Mr. Bruce MacDougall provided a review and recommended that a Police Communication Interaction Survey (PCI) be conducted to evaluate the interaction of the public with the Police Department. He stated

that there were two issues with Community Emergencies, the first being that the Police Department and the Fire Department do mutual drills on disasters. The second recommendation was to change the current emergency protocol so that the communications and the leaders were in the same place. As far as Personnel Turnover, Mr. MacDougall said that Newmarket saw a loss of about 1 officer per year, and pointed out the costs to replace a trained, experienced Police Officer. Chairman Levy asked if this was significantly higher than other Towns and Mr. MacDougall said it was higher by approximately 50%.

Mr. MacDougall said that the Cruiser Fee of \$10 on details was considerably lower than the actual cost, and said they needed to make sure the detail rate included all costs assumed by the Town so they would not be working at a loss. He stated that the cruiser fee in the FEMA Equipment Chart for 2016 was \$19.75, and recommended they bump up the current fee. Town Administrator Fournier pointed out that sometimes they could lose an outside detail to another community if their fee was too high, and that they needed to make sure the fees were all similar.

Fire/Rescue and Emergency Services: Mr. Gould reviewed Fire/Rescue and Emergency Services and said the recommendations included establishing mutual aid partnerships, nurturing the call and volunteer forces to maintain current staffing levels, seek grant funding, invest in software that supports efficiency, keep EMS fees up to date and review their current collection rates, and to implement an Alarm Ordinance.

Mr. George Klauber said that Newmarket had a very good Fire Chief and Fire Department, with a Monday-Friday call staff available, and said they had created a culture where people wanted to belong. He said those systems were fragile and needed to be monitored closely by the Fire Chief and staff. He suggested strongly that the Town apply for a Safer Grant from the Federal Government which would allow them to work on recruiting and retention, and it could also be done in conjunction with other communities. He said it could also provide fire equipment for new people coming on and would allow them to expand their department with minimal impact to the community.

Mr. Klauber also suggested the Town look at enhancing their EMS revenues and investigate other billing companies that might take a more aggressive stance on collections. He said he would expect a community like this to be at a minimum of 80% collection or higher. Chairman Levy asked how Newmarket compared with other communities, and Mr. Klauber said they were at approximately 78-80%, but that data related to how much was written off was not available. He recommended issuing an RFP to look at other billing companies and include incentives to make sure fees are collected. Town Administrator Fournier asked about the live-in Firefighter Program, and Mr. Klauber said that communities where it had been successful went through a program from the Technical College which provided 1 first-year student and 1 second-year student. He said the students worked closely with the college and many times ended up returning to the department.

Mr. Klauber said it was imperative to continue to maintain a good call force, and pointed out that the Fire Chief who created the system was also their Public Works Director which posed real concerns for the future. He said they needed to work on a succession plan with the Fire Chief to insure someone would be ready to step into that position. He suggested that billing for Ambulance Services could also be bundled with emergency response, and said that because of the quality of the Town's Fire Department, they could be the core for a Regional Fire Department in the future.

Department of Public Works: Mr. Gould said the Public Works Department needed to find a comprehensive Capital Investment Plan. He felt they should also consider adding mechanic qualifications to their workforce. He said annual Highway & Infrastructure funding needed to be stabilized, and recommended the Town participate in collective purchasing groups.

Environmental Services: Mr. Gould said the new Wastewater Plant would require one new operator, and they should share an Administrative position with the Department of Public Works. He also recommended that they commit adequate funding to training and retention in the department.

Recreation: Mr. Gould recommended they continue to grow the Recreation Department and possibly expand partnering with neighboring towns. He also felt a Recreation Operations Manual needed to be established, and that a Recreation Master Plan should be developed for the future.

Mr. Gould said that as far as taking action, it was suggested that recommendations to be implemented be selected and revenue generators be identified. He said prioritization was key, and that the results should be prioritized and then scheduled and funded. He said as far as Goals, they provided a compilation of recommendations which were numbered and indexed back to pages in the document. He suggested that they put all this information into an Excel spreadsheet to be used as a Master Index. He recommended that the Town Administrator then meet with each Department Head to discuss the goals within their departments. He said they should then decide if the goal could be done, and if not why not. He said they would also need to determine whether there were fiscal or time regulations, and note who would be responsible, what the deadlines were, and develop a timeframe which could be continually updated. He recommended they meet quarterly with the administration to make sure milestones were achieved, and that in the end they should try to complete and implement as many goals as possible.

Town Administrator Fournier said he had already started breaking down the recommendations further, and said he intended to start scheduling meetings next week with department heads and staff. He said he would be breaking it down for each Department Head to go over their portions. He said he would provide the first update on March 1, 2017, followed by quarterly updates and where they stood with all of the projects. Mr. Gould recommended that programs involving revenues be implemented first, and they could then move through the stages of the others. Town Administrator Fournier stated that the Department Heads were already working on many of the recommendations.

Councilor Pike asked if they could identify any pitfalls communities went through with follow-up and implementation of the recommendations. Mr. Gould stated that it came down to commitment, and said he strongly encouraged the development of a Work Plan. He said the recommendations needed to be fully developed with a well-thought-out commitment in advance. Councilor Thompson stated that a difference here was that they had invested funds and personnel to provide a phenomenal Dispatch Center and said she felt the timing was right. Mr. Gould agreed that having a viable option provided an opportunity with other communities. Chairman Levy said it would be a good thing for the Council to stay on it quarterly and keep it a living document. Councilor Thompson said she felt this would not only go towards this Town Council but also to future Town Councils, and would give some consistency and make things smoother.

OLD BUSINESS

ORDINANCES AND RESOLUTIONS IN THE 2ND READING - None

ORDINANCES AND RESOLUTIONS IN THE 3RD READING

Resolution #2016/2017-16 Amending the Administrative Code: Creation of the Department of Buildings & Grounds

Chairman Levy said that the Council had been discussing the Facilities position at their last meeting, and said he had spoken with Mr. Gould briefly about the intentions of MRI.

Town Administrator Fournier explained that this resolution would amend the Administrative Code and take the Department of Buildings & Grounds out of the Department of Public Works to create a separate department. He said that department would be headed by a Director of Facilities/Director of Buildings & Grounds and would ultimately be a shared position with the School District. He said that a councilor had discussed with MRI that the Facilities Director would an independent position with Buildings & Grounds still under the Department of Public Works. Chairman Levy clarified that he had questioned what the recommendation from MRI had been and said creating a separate department did not seem consistent with their original intent.

Town Administrator Fournier stated that his reasoning for separating the departments was two-fold. He said currently the Department of Public Works had 4 divisions which were General Administration, Highways, Solid Waste, and Buildings & Grounds, and said Environmental Services had been taken out a few years ago. He said he felt the Facilities Director would then have a staff to address projects without first having to go through the Department of Public Works. He said there would still be a Supervisor of Buildings & Grounds who would answer to the Facilities Director, and said the Facilities Director would still do long-range planning, purchasing, work with Finance on contracts but would have someone to go to for day-to-day operations.

Mr. Gould of MRI stated that was not the intent of their report, and said they had envisioned this as a high-level position to oversee facilities-related commodities purchasing, coordinate maintenance contracts, write specifications for purchases, and oversee projects. He said they did not see the Facilities Manager supervising people or doing supervisory tasks, and said that general managers tended to get dragged down into low-oriented task functions. He said they also did not want to create a silo, but to create a sole position with a clearly defined role. He said they envisioned the Facilities Manager taking some things from the Town Administrator, the School Business Administrator or Finance Director, and some things which currently fell to the Department of Public Works. He felt that higher-level things tended to get lost in day-to-day operations, and they needed to identify commonalities across all the departments and build a really good job description. He said he did not see a problem with Facilities coordinating work with other departments, and recommended they work through channels that were already there.

Town Administrator Fournier said it was the intention of the Superintendent and himself to have a high-level position and not a working foreman. He said that in his position he saw the day-to-day operations, and there were issues when staff members report they were being pulled in two different directions. He felt that someone overseeing this could make sure scheduling was correct there were no conflicts. He said he did want to create a silo in order to have a direct chain of command, and felt it was just a disagreement of philosophy.

Mr. Gould said that his recommendation would be to create the position and made sure they knew the qualifications that should be listed in the job description. He said he felt that the first year would entail a lot of work to become familiar with all the systems, the capital budget for this, and the long-range goals. He said that if the position was sustaining itself it would not prevent them from moving some staff over at that time. He said he saw potential issues that did not need to be there if the position was implemented correctly. Councilor Thompson said she agreed that a silo would be created, and said she felt a whole new department would be the opposite of what they were trying to do with finding efficiencies. She said a Facilities Director was not synonymous with a Department Head, and felt it should be part of the Administrative Office. Mr. Gould said they agreed with that.

Councilor Pike said they had unanimous agreement that the position should be a high level person who would bring more analytics to the facilities of the Town and to share the position with the School District, and felt it was important to move forward. He said he could see the merits of both arguments but was inclined to approve the plan as the Town Administrator proposed it. He said having a phased process of Buildings & Grounds reporting to the Facilities Director might have some merit, and said they had someone there who actually managed such a person who worked on both the Town and the School, and invited Superintendent Nadeau to make a comment.

Superintendent Nadeau stated that she oversaw the Facilities Director in Cape Elizabeth for 5 years and said this person also oversaw School Transportation. She said the Facilities Director was a high-level person writing RFPs, doing bidding for all School projects, and doing everything on the list of duties provided by MRI. She said the director supervised a School Maintenance staff and a Buildings & Grounds staff and said it had worked well for them. She said she also felt there would be insufficiencies on the School side in not being able to direct their concerns to the Facilities Director. She pointed out that 2/3 of the budget would be coming from the School and there was a shared wish for a Facilities Director. She said it was currently spread out across a lot of people which was not efficient and was costing money in the long run.

Town Administrator Fournier said he did not see a problem with a phased approach, but first he wanted the position, and if this would kill it he would ask the Council to withdraw it. He felt they were basically creating a deputy for him who would be overseeing all projects. He said he now had 5 people overseeing Buildings & Grounds: the Finance Director, the Code Enforcement officer, the Public Works Director, and the Buildings & Grounds Supervisor. He said he felt it was important to have someone who had the authority to ask someone to do something, and that creating a silo would provide a chain of command.

Councilor Pike said he would vote for the resolution as proposed, and said he was inclined to allow the Town Administrator to organize this as he proposed. Councilor Weinstein said she was happy that the

Council was able to have this conversation with the representatives of MRI. She said she personally felt they were on the right track with the proposal as presented by the Town Administrator, and felt they should give him leeway to make this decision. She said she had confidence in the Town Administrator and the Department Heads to make this work and said she supported the resolution as proposed.

Chairman Levy explained that he had brought this up at the last meeting because MRI was being quoted as advocating something he did not think was consistent, and said he was very glad they all got an opportunity to speak with MRI. He said his other issue went to thoroughness, and said the job description was basically taken from Cape Elizabeth. He said he would have preferred having the job description applied to Newmarket as they did not have the same socio-economic situation, as Cape Elizabeth had an electrician and plumber on their staff. Superintendent Nadeau clarified that they had a mechanical staff for basic repairs, but they did contract out for electric and plumbing services.

Town Administrator Fournier said that if they did not create the Facilities Director position, he was going to propose removing Buildings & Grounds from the Department of Public Works anyway and have the supervisor be the head of the department. Chairman Levy said he liked to see a plan vetted and annotated before going into something, and felt they should first create a job description and know how it was going to work. He said he was supportive of the job but not the way they were going about doing it. Mr. Gould said he was trying to look at this independently, and felt it could be done sequentially in a very well thought-out process. Town Administrator Fournier pointed out that hiring a Facilities Director as MRI recommended was not the same job description as what he was recommending.

Councilor Thompson said they had hired MRI as the experts, and as they were not recommending a separate department at this time, she would follow their advice. Councilor Bowden said he felt the position was needed and necessary. He said they already had a Department of Buildings & Grounds and this would free up the Public Works Director. He said he also felt it would help other departments get away from their minutiae and he was in support of the resolution.

Councilor Burns made a motion to approve *Resolution #2016/2017-16 Amending the Administrative Code: Creation of the Department of Buildings & Grounds*, which was seconded by Councilor Weinstein.

Town Administrator Fournier polled the Council and *Resolution #2016/2017-16 Amending the Administrative Code: Creation of the Department of Buildings & Grounds* was approved by a vote of 4-2.

ITEMS LAID ON THE TABLE – *Resolution #2015/2016-52 Authorizing the Designation of a Portion of Route 152 as an Economic Recovery Zone*. (This Resolution is tabled from the June 15, 2016 Council Meeting pending Planning Board action.)

COMMITTEE REPORTS

Councilor Pike said the *Planning Board Sub-Committee* had met and discussed a possible date for the Joint Planning Board/Town Council meeting. He stated that both he and Valerie Shelton would not be available the 2nd week of February. Councilor Weinstein asked if there were any other possible dates. Chairman Levy asked if there was any reason they could not meet at one of their regular meetings. Councilor Pike

said the Planning Board had a Workshop meeting next week and then a regular meeting. He said everything would be available in draft form by the first week of February. The Council agreed to schedule the Joint Meeting to be held at their regular meeting on February 1, 2017.

NEW BUSINESS/CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS – None

ORDINANCES AND RESOLUTIONS IN THE 1ST READING

Resolution #2016/2017-18 Authorizing the TA to Submit an Application for a Community Development Block Grant for Housing Upgrades at Great Hill Terrace and to Sign the Town Housing and Community Development Plan and Residential and Anti-Displacement and Relocation Plan

Chairman Levy read Resolution #2016/2017-18 *Authorizing the TA to Submit an Application for a Community Development Block Grant for Housing Upgrades at Great Hill Terrace and to Sign the Town Housing and Community Development Plan and Residential and Anti-Displacement and Relocation Plan*, in full.

CLOSING COMMENTS/CORRESPONDENCE

Councilor Weinstein said that a date had been nailed down to honor Ms. McGilvery's High School Civics class for their help with the election. She said that on January 10, 2017 at 12:30 pm, an award would be formally presented the Civics class for its election services, and councilors were invited to attend.

NEXT MEETING: The next regular meeting of the Town Council is scheduled for January 18, 2017.

ADJOURNMENT

Councilor Thompson made a motion to adjourn the meeting, which was seconded by Councilor Pike. The meeting was adjourned at 9:12 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary