

**Kingston Planning Board
August 16, 2022
Public Hearing
Meeting Minutes**

Members present:

Lynne Merrill, Chair
Richard Wilson, BOS representative
Peter Bakie
Peter Coffin
Glenn Coppelman
Robin Duguay (arrived at 6:43 p.m.)
Steve Padfield

Members absent:

Chris Bashaw, Vice Chair

Others present:

Katherine C. Chase
Walter S. Clark
Marissa Federico, Acting Recording Secretary
Glenn Greenwood, Town Planner
Gary Guptill
Mr. Houston
Thomas Johnson
Erik Poulin, Jones & Beach Engineers
Richard Shaw
Joseph Trevisone, K9 Training and Doggie Daycare

Ms. Merrill called the meeting to order at 6:33 pm.

K9 Training and Doggie Daycare

72 Route 125

Tax Map R8-35

Property Owner: Raymond Nickerson

Mr. Poulin provided an overview again of the proposed project. He discussed changes to the packet and provided updates:

- A new plan including the surveyor's feedback was submitted to the PB.
- He did historical research on the site plans for this property. He found additional plans to better detail the current site. He showed members a plan from 1987. At that time, there were no stormwater systems. The next plan was from 1994, and it shows an expansion of parking and reflects the existing site usage most accurately. Stormwater systems were added at that time and are reflected on the plan. These stormwater systems are still present at the site; Mr. Poulin

recommended that woody vegetation be removed from these areas. There are currently no erosion issues, and the existing stormwater system is functioning properly. There is an easement for a DOT culvert. In the site plan from 2004, it does not appear the improvements noted in that plan were implemented. As such, per regulation 904.17, the project needs to come back to the PB for approval. It was agreed that the site plan being discussed will be considered a new site plan. He could find no record of any action taken by the BOS regarding the 10,000 sq. ft. parcel that was proposed to be transferred to the town in the site plan from 2004. Mr. Bakie asked if the previous owner of the property informed Mr. Nickerson of this possible transfer of land to the town, and Mr. Poulin stated the current owner has no recollection or knowledge of this when he purchased the property.

- The directional arrows will be re-painted.
- The training field will be mowed and woody vegetation in this area removed.
- After receiving feedback from abutters, Mr. Poulin proposed the installation of a 6-foot privacy fence to the rear of training area as a good faith measure.
- The waivers have all been addressed.
- There is already a stormwater plan in place as notated in the site plan from 1994. He confirmed that the stormwater plan is in place and functional, and the property owner needs to continue to ensure adherence to the parameters of the plan.

Mr. Greenwood shared feedback from Dennis Quintal, the town engineer:

1. Per 904.4.C.3, provide lot area on site plan
2. Per 904.5.G.8, add on-site benchmark to site plan
3. Per 904.5.G.22, refers the applicant to 908.11.1 regarding good housekeeping requirements for reducing stormwater runoff and states that the recommendations from the Stormwater Assessment Report should be conducted during construction and completed prior to the operation of the facility.
4. Per 904.5.G.34, show outdoor lighting on site plan and ensure adherence to the town's lighting ordinances (302-1). Per Mr. Poulin, there are no intended changes to the existing lighting, and the lighting has been in place for many years. Ms. Duguay emphasized that any new lighting must comply with current regulations and ordinances.
5. Per 904.5.G.36, clarify possible Right of Way on the site. Per Mr. Poulin, there is a deed back from the 1800s that created a Right of Way to the adjacent property in the rear; there is no context or boundaries provided in this deed. After discussing this issue with his surveyor, Mr. Poulin shared that in these cases, most property owners do not act on this. If a neighbor wanted to enforce this, it would need to be acted upon mutually by both parties as no boundaries are spelled out in the deed.
6. Per 904.6.J, ensure compliance with the town's fire protection regulations and note the closest location of the nearest water source. After a discussion, it was believed that there is a dry hydrant nearby as well as the fire station itself. The Mill Pond River is believed to be the closest dry well.
7. Per 904.7.A, as vehicles are stored on the lot, recommend groundwater monitoring. Mr. Bakie stated since there is already an existing vehicle business at the site, he does not believe the additional usage of a dog-related business will require a change; he noted that enforcement of this will be expensive for the property owner. After a discussion, it was agreed that vehicles must be parked on impervious surfaces (see point 8 below), or test wells will be required. Mr. Poulin had no objection and noted it is acceptable for this to be a condition of approval.

8. Per 904.7.B.1, vehicles must be parked on paved surfaces. It was noted that currently, some vehicles are parked on porous surfaces rather than paved ones, and this needs to be corrected. Mr. Wilson stated this has been an issue that has been brought up many times but has not been addressed. Mr. Poulin stated this will be brought into compliance.
9. Per 904.15.B.10.ii, require shade trees in parking lot. Mr. Coffin believes the regulations allow for trees to be used as a buffer in the parking lot, but it was decided that is not relevant or required here.
10. Per 904.15.B.10.iv, require shade trees to be planted on the south side of the parking area as a noise buffer and a snow barrier. Mr. Poulin stated he is open to adding 4-5 landscape trees that are salt resistant. He does not believe this will cause an issue for snow storage if the appropriate tree species is chosen. Mr. Coppelman noted the PB should agree on the quantity and size of the proposed trees, but Mr. Bakie stated that this requirement has been waived in the past on other projects. After a discussion, Mr. Poulin clarified that the area in question is approximately 100 feet long and 15 feet wide.
11. Inquired if the proposed 6-foot privacy fence will encompass the entire training field. Mr. Poulin stated the applicant does not feel this is necessary as the dogs will either be e-collared or on a leash and are well trained.
12. Inquired about water usage and water drainage for the grooming of dogs. Mr. Poulin stated the applicant believes that the washing of dogs will be infrequent. Further, he stated the septic capacity should be adequate based on estimates of water usage, and he does not expect a negative impact due to detergents and soaps from grooming activities.
13. Inquired about runoff from sanitizing chemicals that may be used in the turf area and/or the training field. Mr. Poulin stated the well is unfortunately located in the middle of the parking lot, and there is no plan to move the well. The applicant intends to adhere to the 100-foot protective well radius, in particular with prompt removal of pet waste and the choice and usage of sanitizing chemicals. It was agreed that an active containment system must be written into the plan. Mr. Trevisone (11 Gile Street, Haverhill, MA, K9 Training and Doggie Daycare) stated the sanitation product used is called Wysiwash and is chlorine based; it will be utilized twice a day. Ms. Duguay noted that on the MSDS for this product, it is toxic for aquatic life and can be harmful if ingested; therefore, the 100-foot well protection radius must be strictly maintained. Mr. Poulin agreed this could be written into the plan where the maximum buffer can be adhered to, avoiding the necessity of expert review of the site. Mr. Coppelman noted that it will be difficult to monitor compliance as there are no boundary markers. Ms. Duguay inquired what surface will be under the turf; Mr. Poulin clarified the plan is to lay the turf over the asphalt, but if it is discovered that the asphalt is not in good shape, they will regrade it. It will remain an impermeable surface. Mr. Poulin also noted that the current site grading is favorable where waste flows back into the woods. He offered to install an impermeable cover under the turf to avoid runoff of the sanitation spray.
14. Ensure that a note is included on the site plan regarding where the pet waste receptacles will be emptied. Mr. Poulin emphasized that the applicant intends to be fastidious about cleaning dog waste and will regularly empty the receptacles into the lidded dumpster. The dumpster is expected to be emptied roughly every week per a defined schedule.
15. Inquired if an on-site apartment will be available for any employee who works overnight. Per Mr. Poulin, an overnight employee will be considered as working night shift and will not be sleeping on site.

There was a discussion regarding whether this additional usage requires upgrading the site to current Regulations and Ordinances, especially in light of the fact that the existing vehicle business has been functional for many years. Mr. Greenwood believed that the new usage should comply with current Regulations and Ordinances, but the existing business could be grandfathered. Mr. Coffin agreed but stated it would be difficult to delineate what aspects are grandfathered, making compliance difficult to ascertain. Lynne noted that exceptions can be granted for Regulations but not Ordinances.

Ms. Merrill read comments from town departments:

- Police: No comment
- Fire: Must comply with NFPA codes, will need a box for after-hours access
- Road agent: Must utilize snow storage, snow cannot be pushed across Hunt Road. Previous site plan conveyed the property to the Fire Department's South Station.

MM&S: Mr. Bakie made a motion to accept jurisdiction of this plan. Seconded by Mr. Coffin. PUNA/passed unanimously.

Public feedback:

- *Richard Shaw, 5 Hunt Road:* He is concerned about the hours of business. He requested clarification of the ratio of dogs being trained/boarded versus daycare, which will affect the traffic flow in and out of the site. He wanted to know the maximum capacity of dogs that is expected to be on site.
- *Gary Guptill, 70 Route 125:* He stated that since this will be a new site plan, it will need to be brought up to code. He is concerned about long-term vehicle storage on site. He is also concerned about the hours of operation, the potentially high noise level, sanitation, drainage, and waste, although he feels some of these have been addressed.

Mr. Poulin now addressed some of these concerns. He noted that there are usually approximately 10 dogs boarding at a time, and that the ratio of dogs being trained/boarded to daycare is 50/50. It is hoped that the additional fence will act as a buffer for noise. He reiterated that dogs are brought in and out one or two at a time and will not be outside alone.

Mr. Trevisone added that the daycare hours are from 7 a.m. to 6 p.m., and training lessons stop at 6 p.m. as well. In their current location, the town of Plaistow limited their capacity to 15 dogs/employee, so this guides their business decisions. Training classes only last for half an hour and start at 10 a.m. With the seasonal fluctuations in the area, he emphasized that many times, the dogs are kept inside. He reiterated that in the current location, there is a condo complex right behind the facility, so the dogs are let out one or two at a time, and the dogs are always accompanied by an employee. He noted in the current facility, there are approximately 30 people dropping off and picking up their dogs throughout the day.

There was a discussion of the easements on this property. Mr. Poulin explained that there were temporary easements with the DOT when the intersection was upgraded, but the only one remaining is the easement with the DOT for the culvert. Mr. Wilson noted that according to the DOT, any work to this intersection is complete.

MM&S: Ms. Duguay made motion to approve the plan submitted and discussed with the following conditions:

A. Per Mr. Quintal's letter dated 8/12/22:

- **Item 2: Add on-site benchmark to plan.**
- **Item 3: Address all items under Rules and Regulations 908.11.1 regarding stormwater management.**
- **Item 4: Add existing outdoor lighting to sight plan. Any lighting upgrades, adjustments, or additions must comply with current lighting ordinances.**

- **Item 6:** Comply with Kingston fire protection regulations and note on the plan the location of the closest fire protection water source.
- **Items 7 and 8:** All vehicles must be stored on impervious surfaces. Once this has been corrected, it must be strictly maintained. This will negate the need for water monitoring.
- **Items 9 and 10:** Shade trees must be planted along the edge of the parking lot on the south side.
- **Item 13:** No sanitizing chemicals can be used within the 100-foot well protective zone. This must be clearly delineated on the plan, and visible, clear signage must be installed on site to monitor compliance.
- **Item 14:** Add a note to the site plan detailing that pet waste receptacles will be emptied in the on-site dumpster and the dumpster emptied regularly.

B: Other condition:

- The maximum allowable number of dogs on the site at any time is 50. The applicant can request a review of this figure in the future based on updated data. *Methodology:* Currently, the town of Plaistow states this business can have 15 dogs on site per employee, and Mr. Trevisone stated there are 4 employees on site at a time, so a maximum of 60 dogs is allowed at the current location. Mr. Coffin asked Mr. Trevisone if he is agreeable to the 50-dog limit, and Mr. Trevisone concurred this is acceptable at this time.

>>MM&S: Ms. Duguay made a motion to table the conditional approval in order to discuss the stormwater management waiver request. **Seconded by Mr. Bakie. PUNA/passed unanimously.** Regarding the requested waiver by the applicant for adherence to the stormwater management requirements of 908.11.1, after a discussion, it was decided that no waiver should be offered. Mr. Poulin withdrew this waiver request and agreed to comply with these requirements.

MM&S: Ms. Duguay made a motion to resume the conditional approval. **Seconded by Mr. Bakie. PUNA/passed unanimously. <<**

MM&S: Ms. Duguay made a motion to amend the conditional approval to add the adherence to NFPA codes and to install a fire box for after-hours emergencies. **Seconded by Mr. Bakie. PUNA/passed unanimously.**

The discussion of this application concluded at 8:07 p.m. Mr. Poulin was informed that all conditions must be met in 90 days.

>>A recess was called at 8:07 p.m. The meeting resumed at 8:15 p.m.>>

69 Ball Road

Tax Map R25 Lot 1-2

Property Owners: Walter S. Clark Jr. and Katherine C. Chase

The property owners have requested to subdivide one new parcel off of their existing property. The applicants are Katherine Chase of 11 Snow Lane, Hollis, NH and Walter S. Clark, Jr. of 135 Main Street, Kingston, NH. The total lot size is 37.28 acres, and they would like to subdivide 3.34 acres. This is in reference to lot A on the map.

Ms. Chase noted that she met with Ellen Faulconer and received the comment list from the town engineer, Dennis Quintal. Four items on that list have been taken care of:

- Two requests for waivers, signed 5/16/22
- State subdivision approval number was added to the plan and was submitted to the PB
- The Certified Wetland Scientist submitted the report regarding the wetland setback

Ms. Chase also stated Mr. Quintal has already been in contact with the applicants' surveyor, Paul Nichols. Mr. Nichols has updated the plan to include Mr. Quintal's comments.

Mr. Clark noted that Mr. Nichols added the location of the well and septic for the adjacent lot (lot 1-1). Mr. Clark also took measurements of the distance of the well/septic of lot 1-1 to the proposed lot, and they are 600 feet or more of where the well would be in the new lot, lot A.

Mr. Clark explained one of the waiver requests submitted by Mr. Nichols. Per 905.6, the minimum required buildable area must have natural slopes less than 15%. Mr. Clark explained there are areas of this lot that are greater than 15%, but the lot size is large enough that this Regulation can be adhered to even in consideration of the 60,000 sq. ft. minimum buildable lot requirement. There are adequate upland areas suitable for building and for septic.

Mr. Greenwood now provided his feedback:

- He stated that the Board needs to vote for jurisdiction over the plan and review the two waiver requests. As this is a one-lot subdivision, he added that a third waiver may be possible for the mandatory preliminary review per 905.4A, but the applicants must submit a waiver request before this can be discussed. Ms. Chase wrote a waiver request at this meeting and submitted it to the Board for review. He stated he takes no issue with the waiver requests.
- He referred to the plan dated 9/19/20, revised 1/27/22:
 - He noted that the back section of the lot is partially in the aquifer protection zone, but the lot is large enough that this does not impact the buildable land of the proposed lot. He noted that both the zoning (single-family residential) and the aquifer protection zone need to be added to the plan.
 - He noted that the remaining lot is very large with 2 buildable areas, and as such, possible future access should be shown on the plan. He noted that possible septic for this large buildable area should be shown on the plan as well.
 - If the location of the proposed driveway of the new lot is within 3,000 feet of a fire suppression device, it should be noted on the plan.
 - Impervious area should be noted on the plan.
 - Easement for future roadway maintenance should be on the plan.
 - The error of closure note should be on the plan.
 - He suggested the PB can consider the necessity of a site walk.
 - The plan should note that all roadways, access ways, parking, and sidewalk facilities will be constructed per the town's regulations.
 - The plan should note the intent to comply with the town's fire regulations.
- He noted that the applicants have already provided a wetlands delineation report in support of their waiver request for site-specific soil mapping. This report was prepared by Patrick Seekamp. This

report establishes wetland buffers that are in accordance with the town's wetland buffer provisions. This information has been added to the plan.

Ms. Merrill read Mr. Quintal's comments:

1. Per 905.6.A, show the area and calculation of the proposed lot that is dry contiguous and less than 15% slope. A waiver has been requested.
2. Per 905.6.E, provide distance of driveway to nearest fire hydrant
3. Per 905.7.C, a 25-foot easement is generally required along frontage for future road improvements if necessary
4. Per 905.8.B and 905.14.C.15, provide survey error of closure
5. Per 905.11.J, proposed driveway must comply with the town's driveway Regulations
6. Per 901.C.8, driveway must comply with state fire code and the Fire Department needs to review and approve the plan for emergency apparatus accessibility
7. For the remaining land (lot 1-2), the driveway location should be noted on the plan to verify sight distance and to ensure adherence to the town's driveway requirements.
8. Add note per 905.14.C.29.
9. Provide detail per 901.F.
10. Per 905.14.C.1 and 905.14.J, need a final Mylar for recording without lines through text
11. Per 905.14.C.6, provide benchmark
12. Per 905.14.C.10, provide state subdivision approval number
13. Per 905.14.C.11, provide zoning
14. Per 905.14.C.17, recommend wetland scientist report to justify setback
15. Per 905.14.C.19, site-specific soil map is required, waiver requested
16. Per 905.14.C.31, add location of abutter's well and septic system
17. Per 905.14.C.35, need to change new lot label from "lot A" to a tax map number assigned by the BOS office
18. Per 905.14.I.1.e, provide a bound certification
19. A certified wetland scientist should stamp and sign the plan

Ms. Merrill read comments received from other department heads:

- Inspector: No comment.
- Police: No comment
- Road agent: Given limited sight distance and a narrow road width, recommend a 25-foot easement for town maintenance.
- Fire: Must comply with NFPA codes, requested special attention for building access and adherence to town's driveway Ordinances and Regulations.

MM&S: Mr. Coppelman made a motion to accept jurisdiction. Seconded by Ms. Duguay. PUNA/passed unanimously.

The Board now considered the three waiver requests:

MM&S: Mr. Coppelman made a motion to grant the waiver request for mandatory preliminary review (905.4.A) as this is a one-lot subdivision. Seconded by Mr. Wilson. PUNA/passed unanimously.

MM&S: Mr. Wilson made a motion to accept the request to lower the professional review cost from \$5,000 to \$1,000 since the area to be reviewed is relatively small. Seconded by Mr. Bakie. PUNA/passed unanimously.

MM&S: Mr. Wilson made a motion to grant the waiver request for mapping of the buildable area in reference to slopes greater than 15% (905.6.A) as the lot has sufficient dry contiguous land to accommodate building. Seconded by Ms. Duguay. PUNA/passed unanimously.

MM&S: Mr. Coffin made a motion to grant the waiver request regarding site-specific mapping (905.14.C.19) as the test pits have logged Canton-type soil in the building and septic areas. Seconded by Ms. Duguay. PUNA/passed unanimously.

There were no public comments.

After a discussion, it was decided that the new plans will be discussed at the October meeting on 10/18/22 at 6:30 p.m. The applicants were informed that the materials are due on 10/6/22 at noon.

MM&S: Mr. Wilson made a motion to continue this discussion to the PB meeting on 10/18/22 at 6:30 p.m. Seconded by Mr. Bakie. PUNA/passed unanimously.

Mr. Greenwood offered to meet with Ms. Chase regarding the required changes to answer any questions she may have.

The discussion of this application concluded at 8:50 p.m.

9 Stoneybrook Lane

Tax Map R21 Lot 15-5

Property owners: Thomas and Pamela Johnson

The applicant is requesting a Conditional Use Permit for construction of an ADU in a detached structure. Mr. Houston of 456 Main Street, Hampstead, NH and Tom Johnson of 9 Stoneybrook Lane, Kingston now approached the Board. They requested to construct a detached ADU. Floor plans, elevation plans, and septic plans were handed out to the Board. The proposed structure will look like a barn with an attached porch/carport to the right of the structure. It will be located to the rear/right of the house.

Mr. Greenwood commended the applicants on a complete and thorough application. However, the size of the ADU is too large in consideration of the total square footage of the home. After a discussion, it was discovered that the tax card was not updated to include the finished basement or the storage area that is part of the master bedroom. The tax card will need to be updated.

It was noted that the shed is over the setback line, but this is not a concern due to its small size.

Regarding the proposed new septic system, it will be upgraded to a size large enough to accommodate 6 bedrooms, which would cover the existing house plus potentially 2 bedrooms in the ADU. The state already approved the septic system, and test pits have already been done.

MM&S: Mr. Wilson made a motion to accept jurisdiction. Seconded by Ms. Duguay. PUNA/passed unanimously.

MM&S: Mr. Bakie made a motion to grant the Conditional Use Permit for an ADU as presented in the application on the condition that the square footage of the living space in the home is verified. Seconded by Mr. Wilson. PUNA/passed unanimously.

The discussion of this application concluded at 9:01 p.m.

Correspondence

Ms. Merrill read a letter submitted from Erica Sarcione, owner of the Iron Cactus at 3 Newton Junction Road in Kingston. She met with Mr. Quintal regarding adding a juice bar business to the existing yoga studio at this location. She wishes to open this juice bar on 9/1/22. Ms. Sarcione completed a water use/flow assessment and reviewed it with Mr. Quintal.

Ms. Merrill noted that the yoga studio and salt room at this location were already approved. Mr. Wilson noted that there is plenty of parking at the site, and the sign permit is all set. There was a discussion about whether this juice bar will be open to the public or just for those attending yoga; this would affect the need for a new site plan.

Mr. Coffin noted that there may be potential issues with excessive signage at the site. Mr. Wilson offered to discuss this with Ms. Sarcione.

Mr. Wilson noted that Ms. Sarcione does not have an occupancy permit yet, so that is needed before the business can open. Mr. Quintal will need to sign off on this before the occupancy permit can be issued. Mr. Wilson offered to speak with Ms. Sarcione regarding this issue, and Mr. Greenwood offered to coordinate with Mr. Quintal and update the PB.

MM&S: Mr. Bakie made a motion to accept this letter of request for the expansion of the yoga studio to include a juice bar under the following conditions: Issuance of an occupancy permit and adherence to all sign Ordinances. Seconded by Mr. Padfield. Mr. Coppelman abstained. Final vote in favor, 6-0-1.

Approval of Minutes

Ms. Merrill noted that there are errors and omissions on the draft meeting minutes from the PB meeting held on 7/19/22.

- Wrong date on top
- Route 125 needs to be capitalized throughout.
- Correct the property owner of 72 Route 125 to Raymond Nickerson, not Scott DeLucia
- On page 4, regarding the need to contact the Health Department if horses are intended to be house on a property, change "waste, flies, etc." to "manure." Later in that same paragraph, change "...if this would be necessary for the dog training business" rather than "in this case as well."
- Page 5, remove "the Board now voted."

- Page 6, in the motion made by Mr. Bashaw, change “meeting” to “hearing.” Immediately following this, change “...in order to discuss” to “...in order to be on the agenda for the.” Also change “the drawings” to “new plans.”
- Page 7, in the last paragraph, add neighbor are complaining specifically about lighting
- Page 8, clarify the plan to include the vote count on relevant warrant articles.
- Ms. Merrill clarified that the minutes need to include first/last names, not only first names.
- It is still unknown who seconded the motion to adjourn

MM&S: Mr. Coffin made a motion to accept the minutes from the 7/19/22 meeting as amended. Seconded by Mr. Coppelman. Mr. Wilson abstained. Final vote in favor, 6-0-1.

Ms. Merrill explained that as a YouTube recording was unavailable for the meeting held on 8/2/22, the minutes needed to be typed from a cassette tape. The audio unfortunately was not clear, and the transcript was missing information. The Board reviewed the various blanks so the transcript can be amended before it is voted on for approval.

Other Board Business

- The land use board administrative assistant has been selected and will be starting.
- The new admin will assist in updating plans to the website.
- Mr. Coffin informed the Board that the Rockingham Planning Commission (RPC) is in the process of applying for grant funding to provide assistance to towns to improve housing opportunities. This would also involve updating Ordinances to improve housing options.
- The RPC also offered to assist towns with creating master plans. Mr. Coppelman offered to be the liaison for this project. It was noted that after the charette was completed, the results were not included in the Envision Kingston plan. This will be revisited when the master plan is updated. The plan is due to be updated.
- Mr. Wilson noted that there is a business, Woodpecker and Company, located at 115 Main Street that needs to get approval by the HDC. The business is operating already.
- Mr. Wilson also shared that there is a potential issue at the former Lone Tree Scout Reservation with tent campers. He will keep the Board updated.
- Mr. Wilson notified the Board that there is a motocross track at 10 Depot Road that is charging for access. This will likely need approval as a business.
- Mr. Wilson stated that the town attorney has informed the BOS that the Ordinances and Regulations are not enforceable as there is no enforcement language included. State statutes provide guidance on this issue.
- Mr. Wilson noted that the ADU Ordinances need to be updated to require that a septic inspection report must be submitted to ensure the current septic system is in working order. He added the Ordinance change requires a public hearing.
- Mr. Wilson notified members that the sound/video system in the meeting room at Town Hall will be installed soon. The new microphones are backordered, but in the interim, the existing microphones are compatible with the new system and can be utilized until the new ones arrive.
- Mr. Wilson stated the town is still in need of a code enforcement officer.

MM&S: Mr. Bakie made a motion to adjourn the meeting at 9:42 p.m. Seconded by Mr. Padfield. PUNA/passed unanimously.