

11-16-16 – These minutes are subject to possible revisions/corrections during review at a subsequent Planning Board Meeting.

1 **Town of Chester**  
2 **Planning Board Meeting**  
3 **Wednesday, November 16, 2016**  
4 **Municipal Complex**  
5 **Approved Minutes**  
6

7 **Members Present**

8 Brian Sullivan, Chairman  
9 Evan Sederquest, Vice Chairman  
10 Elizabeth Richter, Member  
11 Michael Weider, Member (arrived at 8:20 pm)  
12 Cass Buckley, Ex-Officio (arrived at 8:08 pm)  
13

14 **Members Absent**

15 Richard Snyder, Member  
16

17 **Staff Present:**

18 Andrew Hadik, Planning Coordinator  
19

20 **Others Present at Various Times**

21 Lieutenant Rich Bellemore, Chester Fire Department  
22 Deputy Chief Ben Clark, Chester Fire Department  
23 Captain Phil Gladu, Chester Fire Department  
24 Aaron Hume  
25 Dick Trask, BOS  
26 Chuck Heuer, Budget Committee  
27

28 Chairman Sullivan called the meeting to order at 8:08 pm.  
29

30 **Agenda**  
31

32 Meet with members of the Board of Selectmen, Budget Committee, and Fire Department representatives to  
33 review and discuss the Fire Department's proposed capital improvement projects and the scheduling of  
34 these projects, in preparation of the annual update of the Capital Improvement Program (CIP.)  
35

36 7:00 – Deputy Chief Ben Clark – Chester Fire Department  
37

38 **Other Business**

- 39
  - Review current CIP fund balances.
  - Review & sign invoices & time sheet.
  - Review and approve minutes for 11/9/16.  
40  
41

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42 **Future Meeting Dates:**

- 43 ○ November 30, 2016 – Stein SPR
- 44 ○ December 7, 2016 –
- 45 ○ December 14, 2016 –

46

47 **Meeting with Fire Department**

48

49 Rich Bellemore, Ben Clark and Phil Gladu joined the Board members at the meeting table at 7:35 pm to  
50 discuss and review the Fire Department projects for the CIP. The Planning Board did not have a quorum  
51 until 8:08 pm. The discussion was informational until the time of 8:08 pm.

52

53 Deputy Chief Clark addressed the Board and reviewed each individual Fire Department project on the  
54 CIP. The Fire Department projects are:

- 55 ● Structural Tanker with outfitting in the 2017-2018 fiscal year for a cost of \$392,000,
- 56 ● Command SUV with outfitting in the 2017-2018 fiscal year for a cost of \$60,000,
- 57 ● Thermal Image Cameras (3), one in each year 2017-2018, 2019-2020, and 2023-2024 for a cost  
58 of \$10,000,
- 59 ● Forestry (F-450) truck with outfitting in the 2017-2018 fiscal year for a cost of \$62,000,
- 60 ● Firehouse septic system upgrade in the 2018-2019 fiscal year for a cost of \$20,000 (waiting on  
61 estimate),
- 62 ● Personal Protective Equipment (40) spread over the years 2018-2019 to 2023-2024 with a cost  
63 ranging from 17,800 to 19,300 each year,
- 64 ● Portable (Personal) Radios (20) in the 2018-2019 fiscal year for a cost of \$90,000,
- 65 ● Pagers (40) spread out over three years, 2018-2019, 2020-2021, and 2022-2023 for a cost of  
66 \$5,000 each year,
- 67 ● SCBA Air Packs in the 2021-2022 fiscal year for a cost of \$130,000,
- 68 ● Engine (#2) Pumper in the 2021-2022 fiscal year for a cost of \$550,000,
- 69 ● “Life Pack” Defibrillators (3) in the 2023-2024 fiscal year for a cost of \$60,000,
- 70 ● Engine (#1) Quint refurbishing in the 2022-2023 fiscal year for a cost of \$250,000.

71

72 **Structural Tanker with Outfitting – FY 2017-2018**

73

74 Deputy Chief Clark explained that the Fire Department is seeking replacement of the 1991 Structural  
75 Tanker. He said the primary use of the tanker is to bring water to the scene of a construction fire and  
76 then feed the main attack engine. Deputy Chief Clark pointed out that Chester does not have fire  
77 hydrants, so the tanker is the only way to get water to the scene to put out a fire. He noted secondary  
78 uses for the tanker include: filling utility tankers, fire attack in the absence of an engine, providing a  
79 water supply at other types of fires outside of structural, transporting firefighting equipment and  
80 personnel to the scene or waterhole, illumination at night, and a blocking apparatus on RT. 102 to help  
81 protect fire fighters at the scene of a car accident.

82

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83 Deputy Chief Clark described to the Board the current limitations of the tanker on the scene. He noted  
84 the following issues with the 1991 structural tanker include:

- 85 • the pump was last tested about three years ago, the results then were a 370 GPM  
86 (gallons per minutes), the pump was built as a 500 GPM and installed in 2008.
- 87 • The tanker is 25 years old and does not meet NFPA (National Fire Protection  
88 Association) requirements for a structural tanker. The NFPA recommends replacing all  
89 tankers at 20 years.
- 90 • The tanker does not perform to modern expectations, and has been removed from  
91 Hampstead’s Fire Department’s run card for its working fire and second alarm  
92 assignment.
- 93 • The tanker no longer suits the department’s needs.
- 94 • The radios are unserviceable due to age.
- 95 • The pump cannot be certified any longer.

96  
97 Deputy Chief Clark said the current mileage is 19,810. He stated that since 2013, the tanker has cost the  
98 department approximately \$7,500 to keep in service, quoting the trade-in value at an estimated  
99 \$25,000.

100  
101 Deputy Chief Clark said that their replacement suggestion is a 2017 3,000-gallon tank with a minimum  
102 1,500 GPM pump, new radio, lights, hose that is compatible with the pump, and new tools to replace  
103 aged equipment. He said their quote for a new tanker is \$391,612, which includes about everything  
104 they would need except for the four-inch hose.

105  
106 Mr. Hadik explained that the CIP currently lists the tanker at \$400,000 because even though the Chief  
107 said can get it at closer to \$390,000. He said every \$10,000 in the CIP is significant, so the figure needs  
108 to be more accurate. Deputy Chief Clark noted that the bid he stated is the highest bid. He said that  
109 they could work with a cost of \$392,000, noting there are ways they could save some money. Deputy  
110 Chief Clark explained that they would purchase a chassis from International that would be shipped to  
111 the vendor who would build the fire truck on the chassis. He said that about \$3,000 in interest is  
112 charged on the chassis if it is not fully paid for. He pointed out that the \$3,000 could be saved if they  
113 fully pay up-front. He informed the Board that \$392,000 would work.

114  
115 Chairman Sullivan asked about price negotiation possibilities for purchasing a fire tanker. Deputy Chief  
116 Clark said that it is a bid process, however, there is little “wobble room” with the numbers. Ms. Richter  
117 asked how long the quote was good. Deputy Chief Clark said that the quote has built-in materials cost  
118 fluctuations, but if they get their funding in May at Town meeting, they have until July to sign on the  
119 agreement.

120  
121 Mr. Hadik asked about the pump capacity of the Quint truck. Deputy Chief Clark stated that the Quint  
122 has a 1,750 GPM capacity pump, but its limitation is that it only holds 600 gallons of water, noting that  
123 they cannot operate very long with that limited amount of water. He explained that with one hose line

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124 they are looking at 150 to 175 GPM, so they have a few minutes before they need the tanker on scene,  
125 but once they start putting more hand lines in operation the pump on the tanker cannot feed the Quint  
126 fast enough. Deputy Chief Clark emphatically stated yes, when asked by Mr. Hadik if they really needed  
127 a 1,500 GPM pump on the new structural tanker. Deputy Chief Clark addressed the removal of the  
128 Chester Fire Department from the Hampstead run card, pointing out it is attached to the tanker request  
129 form. He stating that although Hampstead has not yet said that they will not aid Chester in the fighting  
130 of fires, the agreement the Chester Fire Department and the Hampstead Fire Department have is one of  
131 mutual aid in which the Chester Fire Department is not contributing.

132  
133 Ms. Richter asked if the department was in a position in which they could not effectively fight certain  
134 kinds of fires. Deputy Chief Clark stated that every time he has driven the tanker to a fire, he has asked  
135 the pump to push more water than it can actually pump, causing cavitation in the pump. He noted that  
136 cavitation to a pump damages the pump; the rapid spinning creates air bubbles that pit the metal.  
137 Deputy Chief Clark explained that modern fires burn hotter and faster because of the plastics that are  
138 used in today's construction materials and furniture, and fire fighters need higher flow rates than they  
139 have ever needed. He said that the tanker worked great in the nineties, but, that it is no longer as  
140 effective with fighting today's fires.

141

142 **Command SUV with Outfitting - FY 2017-2018**

143

144 Deputy Chief Clark described the second item on the Fire Department's list is the Command SUV. He  
145 said they are seeking replacement of the 2008 Ford Expedition that is currently serving as the Command  
146 car. Deputy Chief Clark explained the primary function of the Command car is to serve as the command  
147 post at incidents, and the car holds communication and accountability equipment. He noted the  
148 secondary uses of the Command car are transportation to and from meetings (without taking a vehicle  
149 out of Town, but still having equipment in case of a call), scene security, blocking apparatus, lighting,  
150 360-degree warning, first response vehicle, and is used as the secondary command post for mutual aid  
151 incidents in Auburn and Derry.

152

153 Deputy Chief Clark said that its current limitations include: the vehicle's reliability (it is in service today,  
154 but may not be tomorrow), it has outdated radios (a recurring issue with all the department's vehicles,  
155 the radios are too antiquated to be repaired), frame rot, the body is beginning to rot, and many systems  
156 are beginning to need exorbitant maintenance.

157

158 Deputy Chief Clark stated that the current mileage is over 100,000 miles. He noted since 2013 the repair  
159 costs for the command car have been more than \$11,000, with a trade-in value of about \$6,000 -  
160 \$8,000.

161

162 Deputy Chief Clark said that their replacement suggestion is a 2017 Chevy Tahoe with new radios and  
163 lights. He said they have verified they can reuse their current command console from the current  
164 vehicle.

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The Board and he discussed the number of radios and different aspects of the use of the vehicle as a command post. Deputy Chief Clark explained that they need to have at least two radios in that vehicle, stating that three would be better but that they can use a hand-held radio for the third. Mr. Trask asked about the CIP expense listed for radios. Deputy Chief Clark explained that the portable personal radios listed separately in the CIP is to replace just the current stock of personal radios, allowing all the officers to have radios and only a few personnel inside to have radios. He noted that for safety reasons most fire departments issue radios to every member, but that they are not seeking that because of the price.

Ms. Richter clarified with Deputy Chief Clark that the total for everything with the Command car is a total of \$60,000. He replied that that is correct.

Mr. Hadik expressed to the Board that the most important aspect of the Command car on the scene is to keep track of the fire fighters, being sure of their location for the safety of the firemen. Deputy Chief Clark agreed that this is the most critical part of the Command car for the firemen’s safety; that it is to keep track of the men at an incident. He noted that the parts of the Command car are set up the same way as Auburn and Derry, so it can be used on scenes there as well.

The Board had some discussion on the maintenance of the car to prevent under rot and rust.

Deputy Chief Clark said that they are still working to bring prices down on all their items.

**Thermal Imaging Cameras (3) - FY 2017-2018**

Deputy Chief Clark explained that the Fire Department is seeking three thermal imaging cameras. He noted that the camera’s primary use is to be used during a fire to improve the fire officer’s ability to monitor conditions and direct the crew in limited visibility environments. Deputy Chief Clark said that the secondary uses for the camera include locating the victims in a fire rather than feeling around for a victim in heavy smoke, locating the hotspots during overhaul, checking for ejected patients during serious traffic accidents, assisting the police in the search for suspects or missing persons, and many other tasks.

Deputy Chief Clark described the current limitations of the old camera. One of the critical components has failed so the thermal camera is out of service and it is cost prohibitive to fix, the estimate for repair being \$10,000. He said the cost of a new up-to-date camera is \$9,800.

Deputy Chief Clark noted that the new camera has a much higher resolution screen, it is in color, it has the capability to highlight certain temperatures for overhaul, and it is much smaller and more ruggedly built than the current camera.

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205 Chairman Sullivan suggested that Deputy Chief Clark include the warranty information on the camera in  
206 the informational materials.

207

208 Mr. Hadik noted that the cost of thermal cameras has come down significantly, the old thermal camera  
209 cost approximately \$27,000.

210

211 When asked if the department has any working cameras right now, Deputy Chief Clark said they have  
212 two, noting that one is reliable and one is not reliable. Ms. Richter asked why they need multiple  
213 cameras. Deputy Chief Clark said the different types of fires dictate which truck travels to the incident,  
214 and it is not practical to try to switch cameras in and out of the trucks. He said that they often break-up  
215 into different crews and each crew needs a camera. He stated that three cameras would be optimal,  
216 with one in each engine and one in the Command car.

217

218 Mr. Buckley arrived to the meeting at 8:08 pm.

219

#### 220 **Forestry (F-450) Truck with Outfitting - FY 2017-2018**

221

222 Deputy Chief Clark said that the goal of the department is to have the forestry truck replaced this year,  
223 being the most cost efficient way to replace two vehicles due for replacement. He said that the plan is  
224 to replace the forestry truck, and use the cab & chassis from the current forestry truck to replace the  
225 utility truck (they have removed the \$50,000 utility truck from the CIP.) It was noted the forestry truck  
226 is considered a frontline piece of fire equipment.

227

228 Deputy Chief Clark said that the primary use of the utility truck is it's the duty officer's vehicle and for  
229 gear transportation. He noted the secondary uses include trailer towing, transport of additional  
230 personnel to a scene, moving personnel through the woods with equipment, a blocking apparatus, offer  
231 the duty officer an officially marked vehicle, the ability to tow using a pintle hitch, a utility body with  
232 secure storage, transporting garbage as needed from the station to the dump, bringing equipment to  
233 and from vendors for repair and service, and many other small tasks.

234

235 Deputy Chief Clark said that the current limitations with the utility truck are a rusted through bed, an  
236 unreliable vehicle that cannot be used to tow trailers in an emergency response, a damaged interior, it is  
237 not able to transport more than three people at a time, it is unsuitable as a duty officer vehicle without  
238 significant alterations, an out of service rear fuel tank, sloppy steering making towing trailers dangerous,  
239 an unserviceable radio due to age, and no trailer brake connection. He noted that the vehicle is  
240 currently out of service at the mechanic's shop, needing \$2,000 to bring it to the point where it can be  
241 inspected. He said that since 2013, the utility vehicle has already cost \$3,200 for repairs.

242

243 Deputy Chief Clark informed the Board of a \$3,000 trade-in value for the vehicle. He said the  
244 replacement suggestion is a \$41,000 truck, \$8,000 for the service body and \$4,000 for lights and  
245 equipment.

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246

247 Chairman Sullivan clarified the plan with Deputy Chief Clark. The existing forestry truck cab & chassis  
248 would be converted for use as the utility truck. They would buy a new forestry truck cab & chassis with  
249 a utility body on it. They would take off the equipment platform that is on the current forestry truck,  
250 and install it on the totally new cab & chassis. The new utility body would be removed and installed on  
251 the old forestry truck cab & chassis to create a utility truck. Chairman Sullivan suggested the paperwork  
252 be more specific in the details.

253

254 Mr. Weider arrived to the meeting at 8:20 pm.

255

256 Mr. Buckley asked if the department could use just one truck for the two trucks that need to be  
257 replaced. Deputy Chief Clark explained that the department needs two trucks. He said the utility truck  
258 is used as a shuttle to a scene. He stated that the forestry truck has a pump and water & foam tanks  
259 and toolboxes and hose reel on the equipment platform of the truck, so that once they get to a fire, they  
260 are essentially anchored in place, they can't get people or equipment back and forth to the fire. Deputy  
261 Chief Clark said they also need to take other equipment to be serviced to a vendor rather than taking a  
262 frontline piece of apparatus away from Town.

263

#### 264 **Firehouse Septic System Upgrade - FY 2018-2019**

265

266 Deputy Chief Clark said that the next item on the list that they would need to have replaced next year is  
267 the septic system. He said they are still waiting on an accurate quote. Chairman Sullivan asked about  
268 the age of the system. Lieutenant Bellemore said it was installed in 1999 as a system designed to handle  
269 300 gallons a day, built as a system for 35 part-time personnel. He said that the system was not  
270 designed for any full-time staffing or the second-floor bathrooms or showers. Ms. Richter asked if the  
271 system was failing. Lieutenant Bellemore said it was under-sized. Mr. Weider asked if the system was  
272 over-taxed. Deputy Chief Clark said that every time they use the clothes washer it backs up and  
273 overflows and they must squeegee the water and suds on the floor to outside the station. Mr. Weider  
274 suggested extending the system's leach field. Mr. Hadik also noted that the line going out to the system  
275 freezes in winter. Mr. Weider suggested adding insulation to those lines. He suggested they request the  
276 State DEP come out and do a review of the system, rather than risking basing the need for an entirely  
277 new septic system on the advice of vendors looking for work. Deputy Chief Clark pointed out that  
278 during emergency events the department may have 35 people at the station full time, for which the  
279 system was not built. Mr. Weider said that they should still get a quote from the state.

280

#### 281 **Personal Protective Equipment – PPE (40 sets) - FY 2017-2018 thru 2023-2024**

282

283 Deputy Chief Clark noted that this is a project that they funded last year and that they are looking to  
284 continually fund the project. He said that the plan is to replace seven sets of PPE each year, allowing the  
285 department to keep up with the changing personnel. He said that last year they purchased 20 sets of  
286 gear, replacing gear that was more than 14 years old, in order to meet the standards of the NFPA, which

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287 are to replace gear every 10 years. Deputy Chief Clark explained that keeping up with a rotation of gear  
288 for 40 members required them to buy seven sets of gear per year, allowing the department to  
289 eventually have back-up gear for a dozen primary members. He said that having a second set would  
290 allow the primary members to stay active while being able to wash a set of gear. Deputy Chief Clark said  
291 that the goal is to get the department outfitted appropriately, not to stockpile gear. He stated that the  
292 current plan is to just get them caught up with compliant gear, noting that their closet is empty as far as  
293 compliant gear. He also noted the volunteers come in all shapes and sizes, so equipment sharing isn't  
294 practical.

295  
296 Deputy Chief Clark was asked about grants. He said he didn't have much information about grants but  
297 said he didn't think Chester would qualify. He and the Board had more discussion about grants.

298  
299 Mr. Weider and Deputy Chief Clark discussed refurbishing fire trucks and the pros and cons of such  
300 rebuilds.

301  
302 Mr. Weider and Deputy Chief Clark discussed house fires and what the burn rate of house materials in  
303 modern construction are now versus 20 years ago. They debated the need for higher flow rates.

304

305 **Portable (personal) radios (20) - FY 2018-2019**

306

307 Deputy Chief Clark said that the \$90,000 cost is only to replace the current radios, he is not seeking extra  
308 radios. He explained that they received their current portable radios in the early 2000's with a grant  
309 from the State. Deputy Chief Clark noted that the radios have reached the end of their serviceable life,  
310 the technology of the radio is antiquated, parts are no longer manufactured for the radios, and finding  
311 parts to repair the radios has become increasingly difficult. He said that Derry recently replaced all their  
312 radios and Chester was able to use some external parts from Derry's old radios to put some radios back  
313 in service. Deputy Chief Clark explained that the radios are a critical part of emergency response and  
314 comprise a major part of the firefighter safety plan.

315

316 Deputy Chief Clark and the Board discussed the advantage of purchasing the radios all at once or spacing  
317 out the purchase. He noted that the radios are still working for now.

318

319 **Pagers (40) - FY 2018-2019, 2020-2021 & 2022-2023**

320

321 Deputy Chief Clark said that the pagers are used by all members of the Fire Department, worn at all  
322 times, and are the means by which members are notified immediately with all pertinent information of  
323 an emergency. He stated that this project is built into the CIP to keep up with the need for pagers,  
324 explaining that although the pagers are durable, they are subjected to daily wear and tear.

325

326 **SCBA (self-Contained Breathing Apparatus) Air Packs - FY 2021-2022**

327

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328 Deputy Chief Clark said this item is pushed out to 2021-2022 because they had the air packs refurbished  
329 five years ago. He noted the air bottles are life limited to 15 years.

330

331 **Engine (#2) pumper - FY 2021-2022**

332

333 Deputy Chief Clark addressed the #2 Engine pumper. He said the current truck is a 2003, with a tac-four  
334 suspension that has non-serviceable ball joints. Mr. Weider explained the ball joint issue. Deputy Chief  
335 Clark said the department is regularly monitoring the condition of the suspension.

336

337 The Board and Mr. Hadik discussed the option to trade-in the old engine.

338

339 **“Life Pack” Defibrillators (3) - FY 2023-2024**

340

341 Deputy Chief Clark said that this was built-in to the CIP to stay up with improving technology. He noted  
342 that they just replaced the current ones this past year. Mr. Buckley asked how often the life packs are  
343 used a year. Deputy Chief Clark said they were used 250-300 times a year on calls, as well as on the fire  
344 fighters after every call.

345

346 **Engine (#1) Quint Refurbishing - FY 2022-2023**

347

348 Deputy Chief Clark addressed this item stating that he doesn't think a refurbishing is worth the money.  
349 Ms. Richter asked him to clarify if his opinion of refurbishing goes to any piece of apparatus. Deputy  
350 Chief Clark said that that was correct, he said it was his opinion that refurbishing any apparatus may not  
351 be worth the money. He said that this was built into the CIP by the former chief, so he left it in the CIP.

352

353 Deputy Chief Clark and the Board discussed the benefits and drawbacks of refurbishing a fire truck.

354

355 **Other CIP discussion**

356

357 The Board discussed what the level of service the Town needs. Deputy Chief Clark stated that the  
358 Chester Fire Department is at a point where it is depending on a mutual aid to be able to take care of  
359 what the Chester Fire Department should be able to take care of in our own Town. He said that, for  
360 example, he is not basing the structural tanker's requirements to what other towns need, but that the  
361 structural tanker no longer functions to meet Chester's needs.

362

363 Mr. Weider and Deputy Chief Clark discussed the needs of the Town, the viability of the current  
364 equipment and flow rates, and the options for alternative ways to meet the Fire Department's needs.

365

366 Mr. Trask departed the meeting at 9:15 pm.

367

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368 Mr. Hume asked for clarification of the situation saying that the structural tanker no longer does what it  
369 is required to do and Chester is relying on other departments of surrounding towns to respond to  
370 Chester fires. Deputy Chief Clark confirmed this statement, saying that currently when they have a fire,  
371 the tanker is the second truck out the door, and if they can just off-load water fast enough until mutual  
372 aid can arrive, they are happy. Deputy Chief Clark noted the concern that Chester is a rural community,  
373 and it takes an average of 14 minutes for mutual aid from other towns to arrive.

374

375 The Board discussed options for scheduling out the purchase of trucks and the scheduling and the  
376 possibility of refurbishing trucks.

377

378 The members of the Fire Department were thanked by the Board. They departed the meeting at 9:38  
379 pm.

380

381 Mr. Chuck Heuer, from the Budget Committee left the meeting at 9:38.

382

### 383 **Other Business**

384

### 385 **Score CIP projects in preparation of the annual update of the CIP**

386

387 The Board agreed to move this task to November 30th.

388

### 389 **Review current CIP fund balances**

390

391 Mr. Hadik reviewed the CIP funding status spreadsheet with the Board. Mr. Weider suggested adding a  
392 column that shows the “to date” collected impact and offsite improvement fees.

393

### 394 **FYI**

395

396 Mr. Hadik informed the Board of a site plan review on November 30, 2016 for a building conversion on  
397 the Bittersweet Blessings property.

398

### 399 **Review and approve minutes for 11/9/16**

400

401 The Board reviewed the minutes from 11/9/16. Corrections were made to line 83, the word “from” was  
402 removed from the end of the sentence. On line 84, “Budget” was changed to “Budget Committee.” On  
403 line 323, “ad” was corrected to “and.” Ms. Richter made a motion to approve the minutes dated  
404 11/9/16 as amended; Chairman Sullivan seconded the motion. Motion approved, 5-0-0.

405

### 406 **Adjournment**

407

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408 Ms. Richter made a motion to adjourn the meeting; Mr. Buckley seconded the motion. Motion  
409 approved, 5-0-0. The Meeting was adjourned at 9:45 pm.

410

411 Respectfully submitted,

412 C. Molly Qualters

413 Recording Secretary