

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Minutes of Selectmen's Working Meeting of December 01, 2015

Present:
Also Present:

No Meeting was held.

Respectfully submitted by Catherine Stover

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Selectmen's Business Meeting of December 08, 2015

Present: Steve Davis, Chris Bassingthwaite, Pete Santom and Catherine Stover

Also Present: Chief Wally Trott, Ellie Murray, Janice Thompson, Kay Bailey, Gary Lavine, Elaine Kinder, Holly Buker, Francis Muzzey, Margaret Bickford, Craig Pasco, Martha Morrill

Steve motioned to open the meeting at 6:00 pm, seconded by Chris and approved. The Board reviewed the Agenda, and Chris requested to add a Non-Public meeting at the end of the Public meeting, per RSA 91-A:3, II(c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. The Board agreed to do so.

Chief Trott stated that he hasn't much new news. He requested a copy of the Wentworth Dog Ordinance. He stated the costs listed on our website differ from those listed online. There is also a dog barking ordinance. Francis stated that long ago the Board attempted to have a dog noise ordinance which was not passed. Steve said they will check on it. Steve said he did have a complaint regarding roaming dogs and referred the complainant to contact our Animal Control officer. Margaret Bickford stated that the church has had an ongoing problem with a loose/roaming dog defecating on the lawn. Steve suggested they attempt to speak with the owner, if they know who the dog belongs to, and if needed call Animal Control or speak with Chief Trott.

Margaret Bickford, gave a status update regarding the upcoming 250th Celebration. She said things are rolling along, and they have about 13 events planned. Flyers will be coming soon. There will be a variety show at the school on Jan 22 at 6 pm. She is very pleased with the school's participation. She has some questions. Can they get a few minutes at the Town Meeting to publicize the Celebration? Steve said they can and time at the mic will be given at the end of the meeting. She asked permission to hand out the calendar of events. Steve stated there will be a table area where info can be put. She stated it would also be nice to have it on the town website. She stated they would soon have some bills coming related to the 250th. They are hoping to get community support for a memorial to veterans and there have been several suggestions. If they decide to have a monument, she wondered what the procedure would be. Steve said they will need to speak with the Board. She also asked for permission to replace the tree that is no longer there and wondered if there would be an objection? Steve said it is of no concern to the Board, they will need to speak with the Library. Steve stated that past issues in location have been due to having access to power.

Margaret stated that they are no longer considering a parade. A discussion followed regarding why they were no longer planning one. Ellie stated that it has not yet been eliminated. Chief Trott stated that if they do decide to do a parade, they will need to obtain State permits.

Steve discussed the Village Bridge. He stated the DOT is looking towards taking it down this winter, and doing the abutments this spring. Janice Thompson said she believed to understand that if the abutments were removed, the Town would automatically own the roads. The Boards said this is not true.

Pete Santom joined the meeting at 6:27 pm.

Margaret stated they have ordered the 250th sign and they are in the process of getting a large banner made. Martha said the High School is working to have their students help with the design.

Francis Muzzey asked to speak about monies to be budgeted for the Historical Society. He stated that this year they budgeted \$1,200 and will be asking to budget \$1,200 for the 2016 upcoming year. Steve said to put it in writing for discussion at Saturday's budget workshop. Francis stated that they would also like to have

fireworks for the celebration. Steve stated they will need to have public input at a later time, as Gary Lavine was waiting to speak.

Steve asked Gary why the costs are increasing for recyclables. Gary said that we are now disposing twice as much as previously. Steve said that we will just quit using zero sort and dump in Bethlehem, and discussed the cost increase. He thanked Gary for coming. Gary said that he would welcome further discussions of alternative disposal. Gary thanked the Board and left the meeting. The Board discussed other recycling options such as using a baler.

The Board stated that the map/drawing/plan drawers are now unlocked, making access easier for those wishing to view them. Chris said the building has security cameras, and does not see a need for it to be locked. Steve agreed with the decision to leave it unlocked.

Steve discussed the MOA regarding the Village Bridge. He stated that it is his recommendation to not sign it and stated the MOA does not include placing a pedestrian bridge as the Town had requested. Steve stated the State will still remove the bridge and do the abutment modifications that will fit the Goffs Mill Bridge, but will not be putting a pedestrian bridge in. Steve stated that private funds have been secured to reassemble the Goffs Bridge and feels it will be in place by 2016.

Privilege of the Floor

Donna King discussed with the Board her desire to have the Town Village decorated with Christmas decorations, possibly lights and a tree, and hopes that it might be done yearly. Chris and Pete agreed that it is a good idea.

The Board reviewed and/or signed the following:

- Payroll and Vendor payments
- Meeting Minutes of Nov 24
- Warren/Wentworth Ambulance 2016 Contract (Reviewed, not signed)
- Abatement for Brian Mack, ML 08-02-07
- Supplemental Warrant for Quentin Mack, ML 08-02-07
- Timber Warrant for Young, ML 12-04-03 OP#15-475-16

Steve motioned to go into a Non-Public meeting per RSA 91-A:3, II(c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting at 7:04 pm. The motion was seconded by Chris and approved. The Board discussed an application received. Chris motioned to come out of the Non-Public meeting at 7:17 pm, seconded by Pete and approved.

Steve motioned to adjourn the public meeting 7:20 pm, seconded by Pete and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by



TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Non- Public Minutes (1) of December 08, 2015 Meeting

Present: Pete Santom, Chris Bassinghwaite, Steve Davis and Catherine Stover

Non-Public Meeting 1

Steve motioned to go into a Non-Public meeting per RSA 91-A:3, II(c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting at 7:04 pm. The motion was seconded by Chris and approved.

The Board discussed an application received.

Chris motioned to come out of the Non-Public meeting at 7:17 pm, seconded by Pete and approved.

Respectfully submitted,
Catherine Stover

Minutes accepted by



TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Selectmen's Budget Workshop
December 12, 2015

Present: Steve Davis, Pete Santom and Catherine Stover

Also Present: Ellie Murray, Nance Masterson, Jeff Ames, Francis Muzzey, Craig Pasco, John and Barbara Emery, Margaret Bickford

Steve opened the Budget workshop meeting at 12:30 pm.

Library Budget

Nance Masterson discussed the 2016 Library Budget. The budget is a bit higher due to a slight increase in salaries. She also discussed with the Board the need to have the roof looked at to determine if it needs to be replaced or repaired.

Fire Department

Jeff Ames stated because we are part of the Mutual Aid program, the Fire Department was able to obtain 8 certified breathing units at a discounted cost from Franklin Fire Department. The units have been refurbished. He will send Franklin a Thank You notice.

Selectmen Pete Santom joined the meeting at 12:59 pm.

Highway Department

Steve discussed with John the amount of sand on hand, and stated that he felt the monies spent year to date is low. John said that due to the late start on winter, we have not used much yet, but anticipates the cost to be similar to last year. Steve discussed back filling. John stated he has budgeted \$15,000. Steve discussed reducing the line item to \$13,000.

Steve said he would like to see a Master Plan, such as a 5 year or 10 year plan. John discussed with the Board work that needs to be done on Buffalo Road and estimated costs involved. John said we should pave over the top of the existing road; shim and then pave, and put a 2" overlay. John stated that new road maintenance practices state that there is strength in laying road on top of existing roadways vs. grinding it.

The Board discussed with John having a separate Warrant Article for Account #4312.09G, for \$30,000, to come from the UFB. John also stated that Beech Hill, which was recently redone, will need to be overlaid and then sealed. John also stated he would like to budget to repair the Town Common road (the side which belongs to the Town). The Board stated they don't believe the State has funds to do their part.

John asked if the Board would like to do a Warrant Article to do Buffalo Road. The Board and John discussed the estimated costs involved, and John felt it will cost upwards of \$330,000. Steve stated the Town would have to do a bond. John said they could look at doing a portion of the road vs. the full road. The Board also discussed with John, the roads which are in most need of repair; The Town Common, East Side Road, Buffalo Road, North Dorchester and Red Oak Road. John stated they are in the process of purchasing a chipper; the cost is about \$15,000. Steve requested he run it past the Board, and John said he would. John discussed the cost benefits of having a chipper and allowing residents to take the chips as needed.

Conservation Commission

Ellie stated the Association Membership fees are going up next year. Francis asked what the membership did for us. Ellie stated that the Association is something we pay for yearly, and if we have questions the Town can ask the Association for guidance.

Trustees

Steve asked Ellie if any of the other trustees would be here today. Ellie said she didn't think so and said that Sue Bliss' husband has been ill, so Sue would not be able to come. The Board will review the Trustee's budget at the next workshop.

Planning Board

Francis stated that the Planning Board met last week, and although they did not take a vote on the budget amount, they are leaving it flat. Steve said they will leave as flat unless they hear differently from the Board.

Historical Society

Francis Muzzey and Craig Pasco discussed with the Board the Historical Society's budget. Francis stated they have not yet requested funds for the \$1200.00 budgeted for 2015, but would do so before the end of the year. Francis stated that the Historical Society will be budgeting for the same amount, \$1200 for the year 2016, and these monies would also be used to support the 250 Celebration.


Craig stated that they have a vendor that would be able to offer a Fireworks display valued at \$5k - \$6k for the cost of about \$4k. Francis stated that they would like to have a Warrant Article included this year and Steve suggested the Historical Society present one and said suggested the budgeted amount for the Fireworks be under the Parks and Recreational Account.

The Board decided that the Selectmen's budget, the completion of Trustee's budget and the Transfer Station budget will be addressed at the next budget workshop on Tuesday, December 15.

Steve motioned to adjourn the meeting at 2:13 pm, seconded by Pete and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by

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TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Selectmen's Working Meeting of December 15, 2015

Present: Steve Davis, Chris Bassingthwaite and Catherine Stover

Also Present: Chief Wally Trott, Ellie Murray, Palmer Koelb, George Morrill, Donna King

Steve motioned to open the meeting at 6:01 pm, seconded by Chris and approved. The Board reviewed the Agenda. Chris requested that a Non-Public meeting be held tonight per RSA 91-A:3, II(c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Steve agreed to the request.

Steve reviewed the Meeting Minutes of December 8, 2015. The drafted minutes reflect that Steve stated the DOT was looking to remove the Village Bridge this winter. Steve felt this was inaccurate. After discussion with Chris and the Administrative Assistant and the audience, it was felt the minutes accurately reflected what was said at the meeting. Steve wants it to be noted that the DOT has now stated that the project will go to bid in February, and will most likely be removed in the spring, or early summer.

The Board reviewed and signed a Purchase and Sale Agreement and QuitClaim regarding property that has been repurchased by the previous owners, the Fosters, M/L 13-05-05.

Steve noted that Councilor Kenney will be in attendance at next week's Selectmen's Meeting to discuss the Village Bridge. Palmer asked if Steve if he has spoken with Henry Ahern regarding the bridge. Palmer stated that he believes there was left over money from the Plymouth Smith Bridge project, and was wondering if those monies might be used for the Wentworth Village Bridge.

Budget Reviews

Police Department

Chief Trott stated that there are some expense increases in the budget which he has no control over. He discussed the Plymouth Court jurisdiction Association fees. Rumney has pulled out of the Association, and as a result costs may be impacted. Chief Trott stated that for 2016 the Town is bound by contract. The Board discussed the cancellation notice previously sent regarding the Town possibly pulling out. Chris stated there are several options were explored, and to have someone else cover, the costs might be more. Chief Trott discussed the benefits of belonging to the Association.

Chief Trott told the Board that he anticipates that by year end, there will be approximately \$15,000 of the 2015 that will not be used. Steve stated that if the lack of using funds could be used to decrease the amount of tax raised monies, they would use the Unreserved Fund Balance towards offsetting the 2016 budget. Chief Trott stated that he did not want to create a false illusion that this amount would also be saved next year. The Board discussed the fact that the unspent 2015 budget was due to large part to the decrease in officer support.

Steve discussed the ability to encumber funds if need be for such things as equipment. Chief Trott said he has ordered the equipment that was needed, new computer and fax, and should be all set.

Chris stated that Chief Trott is putting in many hours and doing a great job and putting forth excellent support, and he really appreciates it. Chris discussed with Steve his desire to reflect that appreciation in a small raise. Steve and Chris discussed the additional hours that Chief Trott puts in and agreed to raise the Chief's salary which is currently \$15,600 for Administration wages to \$16,750.

Trustees of the Trust

Ellie presented the Trustee's budget. Ellie stated they are requesting a budget of \$400.00 this year. Chris asked Ellie who the other Trustees were. Steve asked how often the Trustee's meet. Ellie stated that they are only required to meet once a year. Steve said would like to send a letter to the Trustees requesting that they meet quarterly, Chris seconded it. George Morrill asked about Account #4130.6, Town Trustees, which is budgeted in the amount of \$1,000.00. Steve asked if this was approved by DRA. The Board discussed whether this amount should be totaled with Account #4150.08, Trustee's Expenses. Ellie stated the amount is paid to the bookkeeper and it has always been done this way. Steve stated that he prefers to see it separated, as it is listed as are the other elected Executive salaries/pay such as Selectmen, Treasurer, and Moderator. The Board agreed to make no changes at this time.

Town Clerk/Tax Collector

Donna stated that there will be an increase this year due to additional elections that will be held this year. Donna also discussed the voting hours, which are currently 8am - 7pm. She would like to see it changed to 11-7. Steve stated it was a voted Warrant Article in the past to have the hours from 8-7 pm. She said she could not find it anywhere. Steve said that it would have to be changed by official ballot. Says not many people come before 11 am, and she would like to put it on a ballot. Steve said he will do some research.

Donna said the subcontractor budgeted amount is up this year by \$2,000, as they were unable to pay some of the bills this year because it was a very tight budget. They also needed to purchase a new computer this year, and will need to replace another one this coming year. Last year's budget did not have monies set aside for the new motor vehicle software in Avitar. Training and workshop has gone up as it has been recommended that Town Clerks/Tax Collectors have a certain amount of training. Steve asked about the increase in the TC/TC salary. Donna stated that it has not increased since 2009, and is requesting an increase this year.

Board of Selectmen's Budget

Discussion regarding office equipment, the Board would like to budget \$1,000. The AA and the Board discussed the possibility of establishing a new Capital Reserve for larger office equipment such as a server, computers, furniture etc, and agreed that it would be a good idea to establish one. The Board discussed the PB Cam fees, which are intended for the use of placing recorded meetings on the Public Broadcast system. As no one is recording any town meetings, they decided to remove it from the budget. The Board discussed the upcoming revaluation fees. The cost to be taken from the Revaluation Capital reserve and to place \$10,000 into the Reserve to begin saving for the next revaluation. The Board reviewed last year's to date legal expenditures and agreed to reduce the budget to \$6,000 this year. The Board also discussed this year's request for support from Genesis. Although Genesis has requested support in the amount of \$4,000 for 2016, the Board supports asking the Town to budget \$2,500.

The Board discussed with the AA the need to budget for a server in next few years, as the life expectancy is about 5 years. The current server was purchased in 2013. The Board discussed possibly establishing a Capital Reserve for Office Equipment, which would include the server. The Board discussed looking at the last 3 years Office Equipment expenses.

Transfer Station Budget

The Board reviewed the Transfer Station Budget. A few line items showed increased budget due to increased collection amounts spent in 2015, such as the MSW, Electronics, Tires, and anticipated increase cost in recyclable disposal fees. Overall, the Board suggested an increased budget of approximately \$1700.00.

The Board reviewed and signed Vendor payments, Meeting Minutes of Dec 8 & Dec 12 and a refund for Brady ML 13-04-06.

Palmer discussed the Baker Valley Band. He requested permission from the Board to place an article on the Town website, with the goal to provide information for those wishing to participate. The Board approved. Palmer will put something together and forward it to the AA for placement on the website. Palmer also discussed the power to the Bandstand. He stated that the original plan when bandstand was new was to have power come from the Fire Department building. Palmer stated he does not want to have another wire in the air, and would prefer it to be underground, but because it is a State owned road, it would require permission from the State, permits etc.

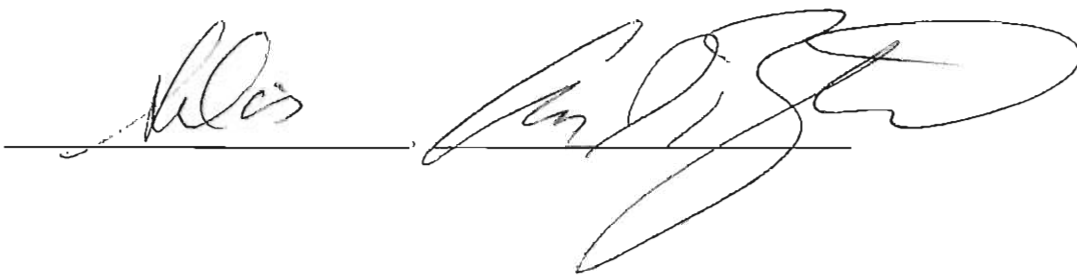
Steve motioned to go into a Non-Public Meeting at 8:04 pm, per RSA 91-A:3, II(c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting, seconded by Chris and approved. The Board read a notice received regarding a resignation of a Trustee of the Trust Funds.

Steve made a motion to come out of the Non-Public meeting at 8:15 pm, seconded by Chris and approved.

Steve motioned to adjourn the public meeting 8:17 pm, seconded by Chris and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by

Two handwritten signatures are written over a horizontal line. The signature on the left is cursive and appears to be 'K. Stover'. The signature on the right is more stylized and cursive.

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Non- Public Minutes (1) of December 15, 2015 Meeting

Present: Chris Bassingthwaite, Steve Davis and Catherine Stover

Non-Public Meeting 1

Steve motioned to go into a Non-Public Meeting at 8:04 pm, per RSA 91-A:3, II(c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting, seconded by Chris and approved.

The Board read a notice received from Martha Morrill regarding her resignation as a Trustee of the Trust funds. The Board discussed the need to fill the vacancy. No decisions were made.

Steve made a motion to come out of the Non-Public meeting at 8:15 pm, seconded by Chris and approved.

Respectfully submitted,
Catherine Stover

Minutes accepted by

The image shows two handwritten signatures in black ink, positioned above a solid horizontal line. The signature on the left is cursive and appears to read 'Chris'. The signature on the right is also cursive and appears to read 'Steve'. The line extends across the width of both signatures.

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Selectmen's Business Meeting of December 22, 2015

Present: Steve Davis, Chris Bassingthwaite, Pete Santom and Catherine Stover

Also Present: Councilor Joe Kenney, Chief Wally Trott, Janice Thompson, Kay Bailey, Craig Pasco, John Meade, Ellie Murray, Francis Muzzey, George Morrill, Donna King, Deda Wilms

Chris motioned to open the meeting at 6:03 pm, seconded by Pete and approved. The Board reviewed the Agenda, there were no modifications made.

Steve offered the floor to Chief Trott. The Chief stated there is no new news at this time.

Steve welcomed Councilor Joe Kenney to the meeting. Councilor Kenney greeted the Board and stated that he represents District 1 which includes stated that Grafton has finalized their 10 year plan, and spoke of the upcoming projects, and the related budgets.

Councilor Kenney also discussed the Village Bridge project with the Board and audience members. He stated that although Wentworth was not granted the Northern Borders grant this last year, we may want to reapply next year. He stated that it is his understanding the State is going to remove the bridge and it will go out to bid in February. He discussed the MOA and Steve stated there are 2 MOA's. He said the preferred method would be to turn over the abutment ownership to the Town. Councilor Kenney asked if it would be worthwhile to bring in DOT Commissioner Victoria Sheehan to meet with the Board and discuss the bridge project as well, as Councilor Kenney stated that he felt it might be beneficial. The Board agreed that would be fine. Steve stated the Town would like to see the project completed by Town Market Day for our 250th celebration which occurs in August, but would like to see completion of the bridge by July.

Francis Muzzey stated he would like to see the contracts prior to them being signed, and asked if he could view them. Councilor Kenney stated that the contracts can be viewed online.

Councilor Kenney also discussed the Drug Task Force and the widespread problem of drugs in NH. He also discussed his stance on the Northern Pass project, stating that he is not in favor of it, as NH produces enough power of its own.

John Meade discussed the RFB related to the Village Bridge. John spoke of the 30 day bid period and asked Councilor Kenney if everything were to go smoothly, could it be addressed at a meeting sooner than the May meeting? Councilor Kenney stated there are 2 meetings in April, and stated that it is his job to ensure that the ball is pushed when needed and to streamline timelines. John stated that the bridge is currently in the process of being reassembled on the airstrip. Steve thanked him for all he has done, and Councilor Kenney thanked the Board and stated that he will get back to us as soon as possible.

Deda Wilms, was in attendance and discussed with the Board an erosion issue on Turner Road, by her property. She stated she is losing about 3 inches of land a year, and feels that at this rate, the road, which was moved once in the past would need to be redirected again, if the issue is not corrected. She stated that she is hoping that because it is a Town road, that the Town would support her request to have the assistance of a town excavator, dump truck and operator to move debris for one day. She stated she has applied for and

received a grant, and the area will be hydro seeded. The Board discussed the matter, and granted her request for assistance. She stated she will approach the Board sometime in the spring.

Steve noted that the Board received a notice of resignation from Martha Morrill, one of the Trustees of Trust Funds, and there is now a vacancy. Ellie Murray stated that Chip Stata is interested in joining the Trustees. The Board discussed and approved Chip filling the vacancy. Pete made a motion to accept Chip filling the vacancy, seconded by Chris and approved.

Privilege of the Floor

Francis discussed his desire to modify the Elderly Exemption. He stated he would like to propose that a Warrant Article be written for the Town Meeting to vote to increase the maximum income levels. The qualification of income for a single taxpayer is currently \$13,400, he would like it increased to \$17,000. The current net income for a married is \$20,400, which he proposed be raised to \$26,000, and the net asset total of \$35,000 be raised to \$45,000. The Board discussed the Exemption and agreed to place a Warrant Article for Town meeting. Pete motioned to do so, seconded by Chris and approved.

The Selectmen discussed who will write the Selectmen's report for the 2015 Annual report. Pete agreed to do so. Steve said he would like to dedicate this year's report to Ginny Gove and said he will write the piece and contact the family to request a picture to be included. Craig Pasco stated that the Historical Society has received many donations in memory of Ginny Gove.

Chris asked why there are no "Welcome to Wentworth" signs and what would need to be done to get a couple of them. Francis suggested that the Town come to the Historical Society to ask them to do at least one or two of the signs, and stated that he thinks it is a good gesture for the 250th Celebration.

John Meade inquired about an item on the Agenda under Old Business regarding the repair of the Town Hall. Steve said they are planning on installing bathroom and running water, with lines to be run from the Historical Society building. Janice Thompson asked if this item would be on the Town Warrant, as one of the Capital Reserves for the Town Hall Maintenance is not expendable and one is expendable. Steve said this is a good point.

Craig Pasco and Francis Muzzey discussed with the Selectmen the plan to have a Fireworks display as part of the 250th Celebration. Craig stated they have spoken with a vendor, by the name of Hellsgate, who can do a display for \$4,000, which would normally cost about \$6,000. They with the Board creating a Warrant Article to be voted on at Town Meeting to raise and appropriate these funds. The Board asked Craig and Francis where the display would take place. Craig and Francis said it is undecided at this time, and discussed some options with the Board.

John Meade said he was bringing forth a discussion on behalf of some people in regards to lowering the bandstand on the Common. Steve asked why they wanted it lowered, and John stated that some people believe the height to be unsafe, that it would look better one story vs. 2 stories. Steve suggested they do a petitioned Warrant Article to bring it to the vote of the people.

The Administrative Assistant asked the Board if they would be having a Working Meeting next week, December 29. Steve stated he would like to have it remained scheduled, and if not needed, they would cancel it.

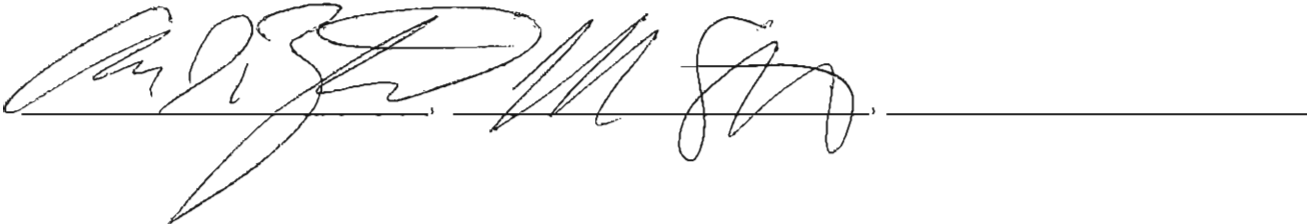
The Board reviewed and/or signed the following:

- Payroll and Vendor payments
- Meeting Minutes of Dec 15
- Request for Health Inspection for Foster Care License
- Refund for overpayment of ML 01-02-05
- Veterans Application
- CU application regarding recreational use
- Quote for updated security systems Town Office/Garage

Steve motioned to adjourn the public meeting 8:17 pm, seconded by Chris and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by

A horizontal line is drawn across the page. Two handwritten signatures are written over the line. The signature on the left is more complex and cursive, while the signature on the right is simpler and more stylized.