

**Board of Selectmen
TOWN OF CHESTERFIELD, NH
SELECTMEN'S MEETING**

August 26, 2020
6:00 PM Via Zoom

Note: This meeting may be recorded

CALL TO ORDER

Gary Winn called the meeting to order at 6:00 P.M. In attendance were Fran Shippee, Gary Winn, Alissa Thompson, and Jim Smith.

As Chair of the Chesterfield Board of Selectmen, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

- a) *Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;*

We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-646-876-9923 and password 871 8601 8664 or by clicking on the following website address:

<https://us02web.zoom.us/j/87186018664>

- b) *Providing public notice of the necessary information for accessing the meeting;*

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the Town of Chesterfield website at:

<https://chesterfield.nh.gov/>.

- c) *Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;*

If anybody has a problem, please call 603-831-3177 or email at: Selectman-a@nhchesterfield.com.

d) Adjourning the meeting if the public is unable to access the meeting.

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

SUGGESTION BOX- None per Thompson
SIGNATURE FOLDER (green folder)

CORRESPONDENCE

Letter from Tom & Paula Duston-Wastewater Regulations

Winn read a letter from Tom and Paula Duston regarding the wastewater regulations from the previous meeting. Winn noted the Duston's complimented the town for bringing up this regulation and scrutinizing the current system. Winn stated his thanks of them for the correspondence but suggested that the letter is past due and he does not want to encourage individuals to expect letters to be read during every Selectmen's meeting.

Letter from Melanie Jangro

Shippee read a letter from Melanie Jangro who expressed appreciation for the assistance from Tricia Lachenal during the process of obtaining an application for variance from the Zoning Board of Adjustment. Shippee noted per Jangro, Lachenal was extremely helpful throughout. Winn asked Thompson to show this letter to Lachenal. Thompson stated Lachenal has seen it.

Letter from SRPC-Transportation Improvement Projects

Winn stated he would not read the letter verbatim; it is a follow up on the SRPC's 10-year plan and subsequent projects. Winn asked Thompson if this applies only to state roads or other projects. Thompson stated it only concerned state roads. Winn asked the board and Thompson if there were any projects from the Chief of Police, Public Works, or the Planning board that needed to be pursued. Thompson noted that she had not heard anything. Chief Chickering stated he had received a copy of this plan and everything looks fine to him. Winn stated they are looking for any projects to add. Shippee stated she knew Jeanny Aldrich wanted to add North Shore construction to the list. Winn agreed.

Shippee asked about a questionnaire involved in these projects. Thompson stated that the projects at Wares Grove Beach and North Shore beach needed to have copies of invoices to get the necessary grant money, but the actual grant application was not a responsibility of the town. Winn stated he interpreted this as a score not a questionnaire.

PUBLIC COMMENT

John Zannotti discussed Spofford Lake levels. Zannotti stated he knows that the optimum level is 14 inches below the top of the dam, yet two days ago the current level was 21 inches below the top of the dam making it currently seven inches below the agreed suggested level from the Board of Selectmen. Zannotti noted that he does not believe this issue will be solved at tonight's meeting, but he is investigating the problem and wants this to maintain the proper sense of priority. Zannotti stated that after a short investigation from previous meeting minutes, there is a

lot of ambiguity and little discussion as to what the proper level should be. Zannotti noted that last year John McKeon suggested taking out a block or board in the dam to lower the water. Zannotti noted that boaters on the lake including himself, cannot efficiently and easily move their boats out of the channel into the lake, taking away from boater enjoyment of the lake. Zannotti stated he would like to go on record that maybe early next year, he could make a presentation after research and investigation on what the proper lake level should be. Zannotti asked to be put on the Board of Selectmen meeting agenda for January 2021. Winn asked if May 2021 would be a better time to discuss this matter. Zannotti stated he does not want to interfere during budget season. Winn asked Thompson to look at the meeting schedules to discern the board's availability to discuss this matter. Winn also asked Thompson to send a letter to the Spofford Lake Association informing them that this discussion will take place. Donna Roscoe speaking as a member of the Economic Development Committee brought concerns over the welcome letter written for new residents and edited by the Board of Selectmen. Shippee stated she had sent her edits as well as Aldrich's to Julianna Dodson. Winn stated he had edited the letter from a suggestive standpoint, and he left some editorial decisions up to the committee.

WEEKLY REVIEW

Code enforcement tracker

Winn stated the code tracker had come out this afternoon. Winn stated there have been no replies from Mr Leach as of today's date. The board agreed the situation is now in the hands of John Ratigan and they are waiting for more action to be taken.

Winn noted that he will speak further with Steve Dumont on the situation at the trailer on Martini's property.

Winn asked Thompson for updates concerning Matt Beauregard. Thompson stated he is currently training with Dumont.

OLD BUSINESS

Town hall annex plans – letter to DA Brothers for punch list (June 1)

Shippee noted that Chris Lord is involved with the project and progress is being made. Shippee stated that Lord and Dan Lang of DA Brothers are meeting at town hall next Tuesday September 1st to discuss further progression on additional work to be completed such as step railings. Shippee noted that she would rather have current work completed before looking into the more extemporaneous projects. Shippee stated that there was no quote yet, but hopefully the work will be completed in the next three to four weeks. Winn stated this work has gone on long enough and probably should have been finished a month ago. Shippee agreed and stated she hopes Lord will have more luck conferring with the DA Brothers.

COVID-19 –

Thompson noted there are no comments at this time.

Wastewater Disposal System Regulations

Thompson suggested that this be tabled until the entire board is present.

Gary Winn moved to table discussion on the Wastewater Disposal System Regulations until the next Board of Selectmen meeting. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

BOS Rules of Procedure

Fran Shippee moved to accept the Board of Selectmen Rules of Procedure as of August 26, 2020. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Public Right of way regulations draft

Thompson stated she had conferenced with John Ratigan and that they went over the remaining information needed for this draft. The board discussed the inclusion of driveway permits in the draft. Thompson stated that Ratigan is incorporating the driveway permit rules into the Right of Way regulations. Thompson noted that Ratigan brought up some further regulations he believes the town should adopt before voting on this draft. Thompson believes for that reason this draft should be tabled until the next Board of Selectmen meeting.

Gary Winn moved to table discussion on the Public Right of Way Regulations draft to the next meeting of the Board of Selectmen. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

EDC paperwork for new residents

Shippee stated she will be forwarding all EDC paperwork and information to Julianna Dodson. Winn stated that overall, the letter was acceptable. Winn further noted he did not want to dictate wording to the EDC and point of view accepts a blend of opinions. Winn asked Shippee to convey that the EDC are doing an exceptional job. Shippee stated she would.

TABLED UNTIL FUTURE DATE

Personnel Policy Review

Camp Spofford Agreement

Police Department cost of increased wages

Town Hall RFP Window Replacement

Letter from Scott Ricce-Crouch Mill Privilege-Waiting on paperwork from John Ratigan

Abatement-Lake Spofford Cabins-Waiting on Dave Marazoff

Winn noted that they are still waiting on feedback from Marazoff.

Old Town Office Purchase/Lease Agreement

GUESTS:

6:15 -Barbara Girs & Brad Roscoe-Elections

Brad Roscoe updated the board on the upcoming elections execution and procedure. Roscoe noted that the location at the Chesterfield School has been posted on the town website. Roscoe stated that the Highway department will be working to move things in and set up on Thursday September 3rd due to the upcoming Holidays. Roscoe stated they had received Personal Protection Equipment from the state and should be well stocked. Roscoe noted that this information could be found on the town website, the Chesterfield Happenings, and on Facebook. Roscoe stated that he, Girs and Kristen McKeon have met to discuss the event, and all are feeling prepared. Roscoe noted that as moderator, he will require that anyone entering the school must

wear a mask over their nose and mouth. Roscoe stated he has spoken with Chief Chickering about having a Chesterfield police officer present at the entrance of the school, enforcing that mask policy. Roscoe stated that for those that cannot, or refuse to wear a mask, there will be an alternative option at the school site. Roscoe stated that they would need a selectman to operate some stations, at least two at a time. Shippee stated she would be there. Girs stated they would need to know which selectmen will be present as there should legally be a quorum. Girs noted that they will need everyone there to count votes at the end of the day and these are included in the board's duties. Thompson stated Aldrich will be there all day with a break from four to six pm. Winn stated he would be there all day as well. Roscoe stated he would give assignments upon arrival. Winn asked if the polls are opening at 8am and closing at 7pm. Roscoe stated those are the correct times. Girs stated each of board members should meet with Roscoe and herself for specific jobs and training "regulations." Girs noted this would make things easier to conduct business throughout the day. Winn asked if this was the duty of the ballot clerks. Girs confirmed that and stated that the selectmen need to cover the ballot clerk breaks. Girs noted that ballot clerk training is Thursday September 3rd and September 5th, and vote counting training is September 3rd from five to six PM. Winn mentioned alternative voting method training and preparation. Roscoe stated there will be other volunteers present that will keep traffic to a minimum.

6:30-Bruce Potter

Bruce Potter introduced the newest librarian director Beth Ruane who attended by phone call. Potter updated the board on the new carpet: coming along in two weeks, books are being moved along with other preparations.

Potter noted discussion on the Big Shift project and requested using library funds on their mobile cart project. Winn noted that the Board of Selectmen cannot dictate what the library utilizes their budget for. Potter clarified for the board that he is asking for their blessing on the project. Winn stated his only reservation is how confident were the library officials that the project was a success with so little use due to being shut down in March. Potter and Ruane stated the librarians find the carts easy to move around and utilize for different projects. Winn asked about cart behavior with the new carpet. Potter stated there are no problems. Potter noted that Scott Riddlemoser secured a manufacturer guarantee that the carpets will not move under the combined weight of carts and books.

Potter presented a request to the board to release some funds into the Library side of finances. Potter stated that these funds are the library's and will be used to finish the cart project. Shippee stated that the carpet project funds are already available. Potter agreed with Shippee and stated he will be sending an invoice over to Thompson.

Gary Winn moved to allow the expenditure of \$12,824.40 to complete the library cart project.

Fran Shippee seconded the motion.

Discussion: Ruane stated she believes the flexible space will be advantageous for different kinds and larger programming within the library. Ruane noted that they have already used the test carts to their advantage and are re-imagining certain areas of the library. Ruane stated the carts will keep space flexible and continue moving the library forward. Shippee noted that the Selectmen's office just received the same kind of carts used for filing cabinets and they work well.

The motion passes unanimously by roll call vote.

Potter stated there is a storage problem at the library and he is requesting a 12 foot by 20-foot shed be built on the same lot, using funds they raise, to be used for further storage. Potter noted that the office and furnace room are both full and there are certain items stored there that should not be. Shippee asked how big a structure could be built without requesting a zoning permit. Winn stated 200 square feet. Potter states this would be 240 square foot shed and would require a permit. Winn asked if code enforcement should be consulted about whether a permanent foundation can be placed on the proposed site. Potter stated that Dumont had looked at the area and proclaimed it ok. Shippee asked if the footprint could be smaller. Potter stated that a 10 foot by 20-foot building would work just as well, if a little less helpful. Winn stated he would like more information and continue the discussion to next Board of Selectmen meeting. Winn asked what the actual lot is that the library is built on, and whether it is town owned. Potter noted the land is owned by the library and wraps around the church. Potter noted he would make a copy of his information and bring it into the Selectmen's office. Winn stated there has been discussion with other departments about putting buildings like this on their own property, and he would like the location clarified before making this decision. Shippee agreed with Winn. Winn suggested putting some stakes out back to map out the proposed area. Winn stated he also would like Beaugard or Dumont to give some input on code and zoning. Potter agreed with Winn.

7:00-Chief Duane Chickering

Chief Chickering discussed police salaries with the board. Chief Chickering stated that the goal is to have officers hired that live in Chesterfield and complete their careers with the department. Chief Chickering presented some drawbacks to having officers live outside of town limits including increased reaction time to calls and increased endangerment from high rates of speed when responding to calls.

Chief Chickering noted some further drawbacks to the department included decreased officer employment longevity along with little to no perks or improvement to pay scale. Chief Chickering did note that he does not prefer utilizing contracts which allows for the ease of employees to move along in a less than desirable job pairing.

Chief Chickering stated some points he would like the Board of Selectmen to consider: Increased benefit packages, increase starting salary, and faster salary steps. Thompson stated she has spoken with the town's insurance company and there are other options to consider for health insurance. Thompson noted that Aldrich would like to speak about this at next board meeting and invited Chief Chickering to weigh in at that time. Chief Chickering stated that better insurance could be viewed as a double-edged sword as far as pay for the officers and expenditures for the town. Shippee asked about the current deductible and feels that the current package is reasonable. Thompson responded to Shippee with a comparison of the Chesterfield School's policy.

Lieutenant Michael Bomba stated that he would like to go on record noting that typical due to his contract, Chief Chickering is mandated to work 35-45 hours and Lieutenant Bomba has yet to see him work less than 45 hours a week. Lieutenant Bomba also noted that at the current rate, the chief is making the same money as a Sergeant in Keene Police Department at Step 2. Lieutenant Bomba stated that in all fairness, if the salary increase is something the board reviews, it should be looked at across the department including the Chief.

7:30-Jeff Titus

The board discussed Jeff Titus fulfilling a vacant spot on the Cemetery Commission. Titus stated

as a long time Chesterfield resident and history buff, he truly enjoys learning about the past and particularly how it relates to those who came before in the town. Titus stated that being a part of the Cemetery commission fulfills that enjoyment and if he were to join, one of his main focuses would be assisting in updating the catalogue of cemetery lots and overall listing of “who is where.”

Fran Shippee moved to accept Jeff Titus as a member on the Cemetery Commission. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

7:45-Barbara Clough-North Shore Beach

Barbara Clough presented reasons to the board for keeping North Shore Beach open beyond the seasonal closing date. Clough noted her thanks to Smith and Thompson for fielding all the calls concerning this request as well as their patience.

Clough stated that she teaches a water aerobics class and North Shore Beach offers much more convenience and ease all around than Wares Grove Beach. Clough stated she did speak with the director of Parks and Recreation about this and she would be happy to open and close the beach gates beyond the season’s closing date. Shippee asked if those in Clough’s class are all Chesterfield residents. Clough noted they are almost all Chesterfield residents with some out of towners joining as guests. Winn asked Clough about liability. Clough stated she is teaching the class but confirmed she is not being paid.

Thompson stated she spoke with Lord and his concerns with anyone being on the North Shore Beach property in September due to construction to front porch. Clough stated her class could avoid that completely when coming and going and they will be mindful of parking as well. Hill noted her concern about the buoys being taken out and the bathhouses closing. Clough stated that will not be a problem for her class as they only utilize the beach for an hour or so each day. Clough included that all individuals were mindful of social distance and proper PPE when out of the water. Hill asked considering the start of before and aftercare on September 10 and the lack of staff, would Clough be allowed to open and close the gates each day. Thompson stated she would like to contact the town insurance company on this and find out from Ratigan about any liability if an individual was injured due to the town construction. Clough also stated that it is possible to still get on to North Shore Beach by going around the gates. Hill and Thompson confirmed that this is considered trespassing.

Clough stated for the record she is willing to do anything to keep beach open after Labor Day. Winn asked to table further discussion until the next Board of Selectmen meeting on September 9th.

NEW BUSINESS

Letter Mary at Southwest Region Planning Commission

Winn stated that this is a hazard mitigation plan and it is time to do a new plan. Shippee asked if a committee was formed to perform this duty. Thompson noted that information was sent in an email stating who the members were that assisted previously. Winn noted that the necessary funds for update provided by a grant and there would be no cost to the town other than time put in by the committee. Winn stated that the Board of Selectmen should agree to use the SRPC to prepare a multi-hazard mitigation update for the town and will be responsible to enter into a

grant agreement with the State of New Hampshire and agree to uphold all paperwork and be solely responsible for all of that paperwork. Thompson asked Shippee about joining the Southwest Region Planning Commission as a commissioner. Shippee stated it should go through Planning board-have Lachenal put those on the next Planning agenda. Thompson stated she would let Lachenal know.

Gary Winn moved that the Town of Chesterfield work with the Southwest Regional Planning Commission in updating the Chesterfield Hazard Mitigation Plan and as such the SWRPC would act on behalf of the Town of Chesterfield and would be responsible for submitting the plan, documenting the match requirement, and submitting the quarterly reports. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Diesel Prices

The board discussed the budgeted amount for diesel per recommendations from Chris Lord. Winn stated that Lord is looking at \$2.69 for diesel, and recommending using \$2.85 as a budget price. Thompson stated she put out the bids for fuel oil Monday August 24. Thompson noted that the sealed bids will be opened on the 9th of September at 6:05pm, also noting that letters were sent out. Winn asked if diesel receives a bid. Thompson stated that Lord needs a vote from the Selectmen for the recommended amount.

Gary Winn moved to put the budgeting price for diesel at \$2.85. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Absentee Ballot Grant Money-Signature for 28

Winn stated that money has become available from the state to offset cost of absentee ballots. Girs stated that this is for both elections. Shippee noted that the paperwork is due on the 28th. Girs stated that the board has to sign this paperwork so the clerk can get it in on Friday.

Gary Winn moved to apply for the grant under the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Public Law 116-136, DC20101 CARES; "to address issues arising from the pandemic during the primary election in September 2020 and the general election in November 2020"; for a total amount including matching funds of \$10,405.25. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Thompson asked Girs to stop in to confirm that this paperwork is correct. Winn noted that this must be in by the 28th so it must be signed August 27, 2020.

Cost of Living Increase

Winn stated he would like to table this until next meeting. Thompson stated per Aldrich, she would like to increase to 1.2% because of trends. Thompson also stated that 1.7% was the quota last year. Shippee noted that the cost of living seemed to be calculated closely to the state average.

Fran Shippee moved to have the cost of living increase for 2021 to be 1.2%. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Boards and Commission

Gary Winn moved to table discussion on Boards and Commissions until the next Board of

Selectmen meeting. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

OTHER BUSINESS -

Shippee stated she and Roscoe attended a zoom meeting concerning the Community Power program. Shippee stated that there is a lady from Chesterfield who would be available to speak further on this at a meeting. Shippee stated it was also suggested that the town start an Electric Aggregation Committee.

Shippee stated that she is attending a zoom meeting for the Regional Planning Commission for the 319 Grant for Lake Spofford. Shippee noted that she will speak more to this at the next meeting

Thompson noted that the town office will be closed September 11th and an email will be sent out notifying employees of such. Thompson stated that this is to connect the generator to that side of the building.

Thompson noted that she conferenced with Primex on soccer camp liability and then spoke with Ratigan. Thompson per Ratigan, the release waiver from last year has been reviewed and updated for COVID and has been sent to Hill. Shippee noted that a soccer coach had reached out about playing at other schools and she believes this is a bad idea. Thompson stated that Hill confirmed there would only be inter-town and inter-school competition.

Thompson requested the release of monies from the Building Maintenance Capital Reserve Fund for the repairs to the tennis courts, in the amount of \$2,297.

Fran Shippee moved to release \$2,297 from the Building Maintenance Capital Reserve Fund for tennis court repairs. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Thompson requested the release of \$6,147.38 from the Building Maintenance Capital Reserve Fund for the Highway department's heater referencing Article 16.

Gary Winn moved to release \$6,147.38 from the Building Maintenance Capital Reserve Fund for the Highway department's new heater. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Thompson requested the release of \$4,000 from the Building Maintenance Capital Reserve Fund for the installation and replacement of new carpeting in the Selectmen's and Town Administrator's offices.

Gary Winn moved to release \$4000 from the Building Maintenance Capital Reserve Fund for the installation and replacement of new carpeting in the Selectmen's and Town Administrator's offices. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Thompson requested the release of \$124,364 from the Highway Heavy Equipment Capital Reserve Fund Article 8 for the purchase of the new 69000 GBW axel truck. Thompson noted this is the first part of the truck, once purchased it can be sent away to be completed.

Fran Shippee moved for the Trustees to release \$124,364 from the Highway Heavy Equipment Capital Reserve fund for the purchase of the new 69000 GBW truck. The motion was seconded by Gary Winn and passed unanimously by roll call vote.

Thompson stated there is an Emergency Executive order 56 from the governor allowing the acquisition of appropriations and reducing them before filling out MS1 and MS434: there are two items to be reduced from budget. Thompson noted that the Highway block grant put in under article 4 and under the paving project as well as the Cemetery article for the \$2000 the Cemetery Commission decided to raise rather than deduct from taxes. The board discussed these proposed reductions. Winn asked if the public hearing is posted seven days before the next Board of Selectmen meeting. Thompson stated she will speak with Ratigan, and she is not sure there is enough time before the meeting on the 9th. Thompson stated there might have to be a separate meeting to discuss.

Gary Winn moves to follow through with Emergency Order 56: temporary modifications of procedures relative to appropriations and tax payments. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

LEGAL (red folder) - Nothing

PUBLIC COMMENT

Jeff Scott discussed coordinating with other towns to petition the governor to continue virtual board meetings regardless of COVID updates with the board. Scott stated this option provides more ease and participation at the meetings and asked if there were any progress made. Winn stated Aldrich was working on this; a letter has been sent requesting continuance at least for time being. Winn noted that it would be beneficial to continue to share meetings by zoom with a public audience, even if the meetings are not held virtually.

OTHER BUSINESS

ACCEPTANCE OF MINUTES –

Gary Winn moved to accept the 08/12/20 minutes as amended. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to have the Wastewater Disposal System Regulation public hearing minutes as amended. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to accept the 08/15/2020 non-public meeting minutes as corrected. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to go to non-public session 1 under RSA 91-A:3, II(c)Matters that, if discussed in public. The motion was seconded by Fran Shippee and pass unanimously by roll call vote.

Gary Winn moved to go to non-public session 2 under RSA 91-A3, II(c)Matters that if discussed in public (Property Deeds). The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to seal non-public session 2 minutes. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to go to non-public session 3 under RSA 91-A3, II(a) The dismissal, promotion, or compensation of any public employee. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Gary Winn moved to seal non-public session 3 minutes. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

The Next meeting will be held September 9th at 6:00 pm via Zoom.

ADJOURN

Gary Winn moved to adjourn the meeting at 10:26 PM. The motion was seconded by Fran Shippee and passed unanimously by roll call vote.

Respectfully submitted,

Jim Smith
Secretary to the Board of Selectmen

Approved by:



Jeanny Aldrich, Chairman

9/15/2020

Date



Fran Shippee

9.15.2020

Date



Gary Winn

9/18/2020

Date