

From: **Haskell, Tanya** <Tanya.Haskell@wildlife.nh.gov>

Date: Thu, Aug 29, 2019 at 10:46 AM

Subject: MEETING WITH GOVERNOR

To: **Bruce Temple** <bkt514@yahoo.com>, **Christina Luppi** <RCCommissioner321@gmail.com>, **Christopher Hodgdon** <Chris_Hodgdon@comcast.com>, **David Patch** <djpatch@adelphia.net>, **Eric Stohl** <EricStohl@myfairpoint.net>, **Fred Bird** (commissionerbirndnhfg@gmail.com) <commissionerbirndnhfg@gmail.com>, **Marc Lachance** (belknapnhfg@gmail.com) <belknapnhfg@gmail.com>, **Paul DeBow** <debowwild@icloud.com>, **Paul McInnis** <ryeharboradventures@gmail.com>, **Ray Green** (nhfgcommissionergreen@gmail.com) <nhfgcommissionergreen@gmail.com>, **Robert Phillipson** <commissionermoose@gmail.com>

Good Morning Commissioners,

Chairman Phillipson asked that I inform you that Governor Sununu would like to meet with you all at 11:30 a.m., on September 11, 2019, at F&G HQ, in the Director's conference room, to have a discussion relative to the reappointment of Director Normandeau.

Please mark your calendars accordingly and please keep this to yourselves at this time.

Thank you!

Tanya

Tanya Haskell, Administrative Assistant

NH Fish & Game Department – Director's Office

11 Hazen Drive

Concord, NH 03301

Tel. 603-271-3511

E-mail: Tanya.haskell@wildlife.nh.gov

From: Normandeau, Glenn <Glenn.Normandeau@wildlife.nh.gov>

Sent: Tuesday, September 3, 2019 1:01 PM

To: Bruce Temple <bkt514@yahoo.com>; Hodgdon, Chris <Chris_Hodgdon@cable.comcast.com>;

Christava Lupton <RCCommissioner321@gmail.com>; David Patch <dpatch@adelphia.net>; Eric Stohl

<ericstohl@myfairpoint.net>; Fred Bird <commissionerbirdnhfg@gmail.com>; Marc LaChance

<belknapnhfg@gmail.com>; Paul Debow <debowwild@icloud.com>; Paul McInnis

<ryeharboradventures@gmail.com>; Ray Green <greenray167@gmail.com>; Robert Phillipson

<commissionermoose@gmail.com>

Subject: [EXTERNAL] Upcoming Commission Meeting

Commissioners:

You may or may not be aware that my current 4 year term ends in March of 2020. Normally the sitting Director gives a 6 month or so notice of intentions so there is time for the Commission to do its due diligence in a candidate search, or alternately vote and inform the Governor they support the incumbent. You should read RSA 206:8 if you are not familiar with this process. In July I met with Governor Sununu and asked him if he would consider reappointing me for another term. I started this process a little earlier than normal for several reasons:

- 1) I am 62, I like the job, and I would like to retire from here rather than taking on something new. I think I am reasonably good at it. I would not have survived 12 years, nor maintained the confidence of the employees, if I were not.
- 2) Along with all the usual politics, financial issues, animal rights crazies, etc. there are a lot of irons in the fire that I would like to see through; Notably the rebuild of Downing's Landing on Winnepesaukee, Upgrading our hatchery discharges to meet whatever EPA guidelines are forthcoming starting with Powder Mill, and seeing through the renovation of Emery Farm.
- 3) I am in line to become president of the Association of Fish & Wildlife Agencies in three weeks. This would not only be a personal honor but it gives the state of New Hampshire an outside voice in national conservation issues. The Association has been together for 117 years. Its Board of Directors are essentially the directors of the 50 states fish & wildlife agencies. No NH director has ever held the presidency. It is a 1 year term and it would be unfair to the Association to accept the presidency knowing I might be gone in 6 months.
- 4) Finally as most of you know my wife has been ill and will need treatment for the foreseeable future. It is only fair to mention that loss of our health insurance coverage would be very tough on us.

The Commission Meeting on September 11 will start at 11:00. The Governor is scheduled to meet with you in executive session at 11:30 to discuss "an employee matter". He has not committed himself to me either way and wants your input. Paul will have things written out so proper procedure is followed relative to complying with 91A. I hope if you have any concerns about my request you will contact me and discuss them.

Regards,

Glenn

Glenn Normandeau

Executive Director

NH Fish & Game Department

11 Hazen Drive

Concord, NH 03301

603-271-3511

Connecting you to the Outdoors

From: "Haskell, Tanya" <Tanya.Haskell@wildlife.nh.gov>
Date: Tue, 3 Sep 2019 13:13:49 +0000
Subject: FW: PR: September Fish and Game Commission Meeting Time Revision
To: Bruce Temple <bkt514@yahoo.com>, Christina Luppi
<RCCommissioner321@gmail.com>, Christopher Hodgdon
<Chris_Hodgdon@comcast.com>, David Patch <dlpatch@adelphia.net>, Eric
Stohl <EricStohl@myfairpoint.net>, "Fred Bird
(commissionerbirdnhfg@gmail.com)" <commissionerbirdnhfg@gmail.com>,
"Marc Lachance (belknapnhfg@gmail.com)" <belknapnhfg@gmail.com>, Paul
DeBow <debowwild@icloud.com>, Paul McInnis
<ryeharboradventures@gmail.com>, "Ray Green
(nhfgcommissionergreen@gmail.com)" <nhfgcommissionergreen@gmail.com>,
Robert Phillipson <commissionermoose@gmail.com>

FYI COMMISSIONERS

TANYA

From: Martin, Gerald (Jay)
Sent: Friday, August 30, 2019 3:57 PM
To: Haskell, Tanya
Subject: PR: September Fish and Game Commission Meeting Time Revision

[https://urldefense.com/v3/https://nhfishgame.com/2019/08/30/september-fish-and-game-commission-meeting-time-revision/;leeWmBe9sc1cuNw!GFpr8DqD7HWiD05RzE4WWb3T3NdXXvMlf_pM94w9zLnxPwPcsAljJpHUwGelbXHy4A9NbU5Hcw\\$](https://urldefense.com/v3/https://nhfishgame.com/2019/08/30/september-fish-and-game-commission-meeting-time-revision/;leeWmBe9sc1cuNw!GFpr8DqD7HWiD05RzE4WWb3T3NdXXvMlf_pM94w9zLnxPwPcsAljJpHUwGelbXHy4A9NbU5Hcw$)

NEW HAMPSHIRE FISH AND GAME * NEWS & INFORMATION

CONTACT:

Tanya Haskell: (603) 271-3511

Jay Martin: (603) 271-3211

August 30, 2019

September Fish and Game Commission Meeting Time Revision

CONCORD, NH - The New Hampshire Fish and Game Commission meeting scheduled for September 11, 2019 at NH Fish and Game Department Headquarters, 11 Hazen Drive, in Concord will commence at 11:00 a.m.

After a public session is opened, it is expected that the Commission will vote to enter a nonpublic session to consider a personnel matter. It is anticipated that the Commission will resume its public session at 1:00 p.m. for the conduct of the remainder of its posted agenda.

Meetings of the NH Fish and Game Commission are open to the public. As they become available, meeting agendas and minutes are posted at [https://urldefense.com/v3/ http://www.wildlife.state.nh.us/Inside_FandG/commission.htm](https://urldefense.com/v3/http://www.wildlife.state.nh.us/Inside_FandG/commission.htm) ;!eeWmBe9sc1cuNw!GFpr8DqD7HWiD05RzE4WWb3T3NdXXvMif_pM94w9zLnxPwPcsAljJpHUwGelbXH4A jr-H0mAS\$.

The New Hampshire Fish and Game Department is the guardian of the state's marine, fish and wildlife resources and their habitats. Visit [https://urldefense.com/v3/ http://www.wildnh.com](https://urldefense.com/v3/http://www.wildnh.com) ;!eeWmBe9sc1cuNw!GFpr8DqD7HWiD05RzE4WWb3T3NdXXvMif_pM94w9zLnxPwPcsAljJpHUwGelbXH4A-vAVG2rg\$ <[https://urldefense.com/v3/ http://www.wildnh.com](https://urldefense.com/v3/http://www.wildnh.com) ;!eeWmBe9sc1cuNw!GFpr8DqD7HWiD05RzE4WWb3T3NdXXvMif_pM94w9zLnxPwPcsAljJpHUwGelbXH4A-vAVG2rg\$ > to learn more.

-###-

Jay Martin
Programs Information Officer
NH Fish and Game Department, Public Affairs Division
11 Hazen Drive, Concord, NH 03301
jay.martin@wildlife.nh.gov<<mailto:jay.martin@wildlife.nh.gov>>
603-271-5619

[https://urldefense.com/v3/ http://www.wildlife.state.nh.us](https://urldefense.com/v3/http://www.wildlife.state.nh.us) ;!eeWmBe9sc1cuNw!GFpr8DqD7HWiD05RzE4WWb3T3NdXXvMif_pM94w9zLnxPwPcsAljJpHUwGelbXH4A-MPQUx3g\$ <[https://urldefense.com/v3/ http://www.wildnh.com/](https://urldefense.com/v3/http://www.wildnh.com/) ;!eeWmBe9sc1cuNw!GFpr8DqD7HWiD05RzE4WWb3T3NdXXvMif_pM94w9zLnxPwPcsAljJpHUwGelbXH4A IpblwGQ\$ >

From: "Haskell, Tanya" <Tanya.Haskell@wildlife.nh.gov>

Date: Tue, 3 Sep 2019 16:27:20 +0000

Subject: August 14, 2019 Commission Minutes & September 11, 2019 Commission Agenda

To: "Haskell, Tanya" <Tanya.Haskell@wildlife.nh.gov>

Good Afternoon Everyone,

Attached you will find the August 14, 2019 Commission Minutes and the September 11, 2019 Commission Agenda.

Please note: Due to the Continuing Resolution, there is no financial statement this month.

Thank you -
Tanya

Tanya Haskell, Administrative Assistant
NH Fish & Game Department - Director's Office
11 Hazen Drive
Concord, NH 03301
Tel. 603-271-3511
E-mail: Tanya.haskell@wildlife.nh.gov

Your message is ready to be sent with the following file or link attachments:

August 14, 2019 Commission Minutes.docx
September 11, 2019 Agenda.docx

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.



September 3, 2019

TO: Fish & Game Commissioners & Staff
FROM: Glenn Normandeau, Executive Director
SUBJECT: COMMISSION AGENDA – SEPTEMBER 11, 2019

There will be a meeting of the NH Fish and Game Commission on **Wednesday, September 11, 2019, at 11:00 a.m.**, at the NH Fish & Game Department, 11 Hazen Drive, Concord, NH 03301. The public is entitled to attend all Commission Meetings and when recognized by the Chairman, the public may speak on any item on the agenda. The Chairman reserves the right to limit public comments to the extent necessary for the orderly conduct of the meeting.

ACTION ITEMS:

- 1.) Approval of the August 14, 2019 Commission Minutes. (R. Phillipson)
- 2.) Consent Agenda - The following items have been grouped together and are hereby noticed as consent agenda items to expedite action on routine matters, which may not require public discussion. The Commission may vote to approve these matters as presented. Commission members may remove certain items if further public input or discussion is deemed necessary.
 - 2a.) Approval to accept the donation of a 1994 Equinox winter rescue sled from the Antrim Fire Department, valued at \$400.00, to be utilized during search & rescue missions. (K. Jordan)
 - 2b.) Approval to accept a donation in the amount of \$50.00 from the Lake Wicwas Association, Inc., Meredith, NH, to be utilized by the Wildlife Division’s Bear Project. (M. Ellingwood)
 - 2c.) Approval to accept a donation in the amount of \$10.00 from Meridith Bienvenue, Philadelphia, PA, to be utilized by the “Conservation Education Program.” (L. Ryder)
 - 2d.) Approval to accept the following donations totaling \$955.00, in memory of David Lanctot, Manchester, NH, to be utilized by the “Let’s Go Fishing Program”: (L. Ryder)

David & Marilyn Marshall, Scarsdale, NY -	\$200.00
Diane Lanctot, Manchester, NH -	\$505.00
Barbara Rousseau, Manchester, NH -	\$ 25.00
Sandra Palmer, Manchester, NH -	\$ 25.00
Charles, Susan & Sarah Piotrowski, Manchester, NH -	\$ 50.00
Dian Kalisz, Manchester, NH -	\$ 50.00
Gosselin Family Revocable Trust, Manchester, NH -	\$ 50.00
Mesmer & Deleault PLL, Manchester, NH -	<u>\$ 50.00</u>
Total:	\$955.00

3.) Approval to contribute up to \$150,000 from the Fisheries Habitat Account towards the conservation of 259 acres along the Ammonoosuc River in Bethlehem, NH. (J. Smith)

INFORMATION ITEMS:

1.) Overview of the current proposed Administrative Rules submitted by the Inland Fisheries Division. (J. Smith)

STANDING COMMITTEES:

POLICY COMMITTEE: Commissioners: Luppi, Temple, Lachance & Bird.

LEGISLATIVE COMMITTEE: Commissioner Stohl, Chair; Commissioners: Green, Hodgdon Patch & DeBow.

RIVERS COMMITTEE: Commissioner Hodgdon.

LAKES COMMITTEE: Commissioner Temple.

HANDBOOK & ORIENTATION COMMITTEE: Commissioner Patch, Chair; Commissioner Green.

STRATEGIC PLANNING COMMITTEE: Commissioner Hodgdon, Chair; Commissioners: Temple, Stohl & DeBow.

WILDLIFE HERITAGE FOUNDATION: Commissioner Hodgdon.

AWARDS COMMITTEE: Commissioner: Luppi, Chair: Commissioners Bird & Lachance.

OLD BUSINESS:

NEW BUSINESS:

COMMISSIONERS REPORTS:

The Commissioners will report on their recent activities related to Fish & Game Commission duties and responsibilities. This item will be informational only.

DIRECTOR'S REPORT:

The Director will report on recent Department activities. This item will be informational only.

CALL TO THE PUBLIC:

The Commission may afford any person the opportunity to present statements relating to matters of interest to the Commission. Unless the Chairman has granted approval, comments will be limited to no more than three minutes.



Glenn Normandeau, Executive Director
NH Fish & Game Department

From: "Haskell, Tanya" <Tanya.Haskell@wildlife.nh.gov>

Date: Thu, 5 Sep 2019 13:49:33 +0000

Subject: VOW petition response letter & guidelines for Nonpublic session

To: Bruce Temple <bkt514@yahoo.com>, Christina Luppi <RCCommissioner321@gmail.com>, Christopher Hodgdon <Chris.Hodgdon@comcast.com>, David Patch <dpatch@adelphia.net>, Eric Stohl <EricStohl@myfairpoint.net>, "Fred Bird (commissionerbirdnhfg@gmail.com)" <commissionerbirdnhfg@gmail.com>, "Marc Lachance (belknapnhfg@gmail.com)" <belknapnhfg@gmail.com>, Paul DeBow <debowwild@icloud.com>, Paul McInnis <ryeharboradventures@gmail.com>, "Ray Green (nhfgcommissionergreen@gmail.com)" <nhfgcommissionergreen@gmail.com>, Robert Phillipson <commissionermoose@gmail.com>

Cc: "Sanderson, Paul" <Paul.Sanderson@wildlife.nh.gov>

Good Morning Commissioners,

Attached you will find the Voices of Wildlife Petition Response Letter, written as you requested, as voted on at the August 14, 2019 Commission Meeting.

In addition, there are some guidelines to assist you in next week's non-public session with the Governor, as it relates to the keeping of minutes and the process of sealing records properly.

If you have any questions about the process, feel free to reach out and we can have Paul address them for you.

Thank you -
Tanya

Tanya Haskell, Administrative Assistant
NH Fish & Game Department - Director's Office
11 Hazen Drive
Concord, NH 03301
Tel. 603-271-3511
E-mail: Tanya.haskell@wildlife.nh.gov

Non-Public Sessions Under the Right-to-Know Law: Practical Issues
Cordell A. Johnston, Government Affairs Counsel March/April, 2016

Non-public sessions under the Right-to-Know Law are addressed in RSA 91-A:3. Although the law identifies the subjects that may be discussed and establishes a procedure for entering non-public session, it leaves many practical questions unanswered. This article addresses some of the practical issues related to non-public sessions. It is not intended to be a thorough discussion of the legal requirements for non-public sessions.

How and When to Enter Non-Public Session

Understand the difference between a "non-meeting" and a non-public session.

Things that are not meetings-consultation with legal counsel or strategy or negotiations with respect to collective bargaining-are exempt from the Right-to-Know Law and therefore are not subject to any requirements regarding notice, minutes, or anything else.

Non-public sessions-for discussion of matters listed in RSA 91-A:3-are subject to all requirements of the Right-to-Know Law, other than public's right to attend. A public body may enter non-public session only at a public meeting that has been duly noticed in compliance with the Right-to-Know Law.

Does the public meeting agenda have to indicate that there will be a non-public session?

No. Often it is mentioned in the meeting agenda, but given that an agenda is not even required, there certainly is no requirement that the agenda include reference to a planned non-public session.

Further, sometimes the need for a non-public session is not apparent until a meeting is under way, so it would be impossible to mention it in the agenda.

Follow the script! Use the template at the end of the article to ensure that your procedure complies with the requirements of 91-A:3.

Motion to enter non-public session must be made and seconded.

Must state specific subparagraph of 91-A:3, 11, under which non-public session is authorized.

Motion must be approved by a roll call vote.

When during the meeting should the non-public session take place?

There is no rule, except that the non-public session must begin with a motion made during public session-so a non-public session may not be held before the public meeting is convened. All things being equal, it generally makes sense to hold a non-public session at the end of the meeting, so members of the public do not have to wait for a continuation of the public session.

However, conditions may weigh in favor of holding it at the beginning of the meeting-for example, to accommodate the schedule of a non-board member who needs to be present, or because a decision made in non-public session may affect other actions during the meeting, or because the matter is particularly important and needs to be addressed while board members are

at their sharpest.

Conduct of the Non-Public Session

There are no special rules for conducting the meeting once it enters non-public session, except that all discussions and decisions must be strictly limited to the purposes set out in the motion to enter non-public session.

Who should be present in the non-public session?

Legally, there is no limit on who may be permitted to attend. The law merely states that the session may be closed to the public. There may be reasons to have people other than board members present- e.g., the town administrator, the recording secretary, or a department head with knowledge of the issue being discussed.

However, for obvious reasons of confidentiality, there should be as few non-board members as possible. Board members are required by law (RSA 42:1-a) to maintain the confidentiality of matters discussed in non-public session if the minutes are sealed or if the information is otherwise confidential, and disclosure of such information constitutes a violation of their oath of office, for which they are subject to removal. Employees and others who are not municipal "officers" are not subject to the same statutory requirement and penalty (although an employee's disclosure of confidential information may well be cause for dismissal).

In short, it is best to exclude anyone whose presence is not essential. This may mean excusing the town administrator and/or the recording secretary and instead having one of the board members take minutes. Whether to do this is a judgment call to be made by the board.

Minutes

The keeping of minutes and deciding whether and how to seal them are among the thorniest problems involved in non-public sessions.

Keep them simple.

In many cases, the issues around the sealing of minutes can be avoided by keeping very simple minutes that do not contain confidential information. If there is nothing confidential or inflammatory in the minutes, then there probably is no reason to seal them, and a problem is avoided.

The law requires only that the minutes include the names of members present, names of persons appearing before the public body, and "a brief description of the subject matter discussed and final decisions." Thus, depending on the circumstances, it might be perfectly legitimate for the minutes to simply list the people present and then state:

"The board heard a complaint about a town employee. The town administrator was asked to obtain further information and report to the board!"

OR

"The board received an update on the litigation involving John Doe. No decisions were made!"

In the first case, there probably is no need to include any more information about the complaint.

In the second case, no purpose would be served by describing all of the questions that were asked or the strategic discussions about the litigation.

Of course, more detailed minutes will be necessary in some circumstances, and there may be occasions when inclusion of confidential discussions is unavoidable; but think about this, and have a discussion about how much detail should be included before leaving non-public session. Keep them separate.

This probably is obvious-the non-public session minutes should be a separate document from the public session minutes. The public session minutes should state that the board entered non-public session at a specific time (and include the motion, the basis for the motion, and the roll call vote on the motion), and then indicate that the board returned to public session at a specific time.

Exiting Non-Public Session

Can we make decisions in non-public session, or must we wait and vote in public?

You may make decisions in non-public session. RSA 91-A:3 specifically refers in two places to decisions made during nonpublic sessions. Of course, any decision made presumably will become public in fairly short order, but there are a number of reasons it may not be appropriate to make a decision in public-for example, a decision to terminate an employee, or to make an offer to settle litigation.

Whether to take a vote in non-public session or wait and take it in public is a question for the discretion of the board. If there is a reason to keep the decision confidential for some period, it will be necessary to take the vote before leaving non-public session.

If we are going to vote to seal the minutes, should we do it in non-public or public session?

As of January 1, 2016, that vote must be taken in public session.

Is there any special procedure for returning to public session?

No. The law says nothing about returning to public session. In theory, the board could just say, "We're back in public session;" and invite the public back into the room {if anyone is still there}. However, for the sake of clarity, it is best to have a formal vote to return to public session.

In fact, there is no legal requirement to return to public session at all, so if there is nothing remaining to be done in public (such as voting to seal the minutes), the board in theory could simply end the meeting at the end of the non- public session. Again, however, for the sake of clarity, it is better to return to public session and then adjourn.

Sealing the Minutes

Legally, there actually is no such thing as "sealing the minutes."

What?

It's true. The Right-to-Know Law does not use the word "seal;" or anything like it. What it says is that non-public minutes must be made available to the public unless the board determines that certain circumstances apply. If the board makes that determination, the minutes "may be withheld until, in the opinion of a majority of the board, the aforesaid circumstances no longer apply:"

Thus, a vote to "seal the minutes" is merely a vote that the minutes will not be made available upon request until the board decides otherwise. The minutes are not physically sealed (although perhaps they could be). However, "sealing the minutes" is a useful shorthand way of referring to this action, as long as it is understood what is actually being done.

Again, follow the script!

Remember that the only permissible reasons for sealing the minutes are:

Disclosure would adversely affect the reputation of a person other than a member of the board;

Disclosure would render the proposed action ineffective; or

The discussion in the minutes pertains to terrorism.

If none of these conditions exist, the minutes may not be sealed. There is no need to vote not to seal the minutes; in the absence of a vote, the minutes are automatically not sealed, and must be available to the public within 72 hours (not the five business days allowed for minutes of public sessions).

Remember also that the motion to seal the minutes must specifically cite one of the reasons noted above, and requires the affirmative vote of two-thirds of those present. Do not confuse this with the motion to enter non-public session, which must be by roll call but requires only a simple majority.

Does the motion need to state how long the minutes are to be sealed?

No-and in fact, it shouldn't. Again, the law says they may be withheld from the public "until, in the opinion of a majority of members, the aforesaid circumstances no longer apply." A vote by the board to seal them for a specific period (or forever) is not conclusive, because the board may decide later that the circumstances justifying confidentiality no longer exist, and they should be made public.

Dealing with Sealed Minutes

Review and revise them as necessary at the next meeting. Consider again whether they really need to be sealed.

You have just voted to seal the minutes-but the minutes don't even exist yet. The next step, of course, is for the person responsible for preparing the minutes to type them up and keep them in a secure location.

Next, they need to be circulated to the board members for review. The board should review and, if necessary, revise them at the next meeting. Because this will be the board's first look at the minutes, it will also provide another opportunity to decide whether they really need to be sealed. The board might decide to delete unnecessary confidential material so that the minutes may be made public.

After the board reviews the minutes and makes any necessary revisions, the board members' drafts should be collected and destroyed.

If we forgot to vote to seal the minutes, can we do it later?

Yes, if they haven't been released to anyone. The law requires that non-public minutes be "publicly disclosed within 72 hours" unless the board votes to seal them. It says nothing about when the board needs to vote to seal them. Thus, the board certainly can vote anytime within 72 hours to seal the minutes if they have not already been disclosed.

Even after 72 hours, an argument can be made that the minutes may be sealed if they have not actually been provided to anyone, although the law is not clear on this. It is unclear what "publicly disclosed" means, but presumably it is the same as the general requirement that all minutes be "open to public inspection." If the minutes have been available upon request, but no one has actually requested them, and if they have not been posted in a public place (which is not required), perhaps they can still be sealed. But the board should consult with its legal counsel before taking such an action.

Store them securely.

Sealed minutes, like all other minutes, must be kept permanently. They should be stored in a secure location, preferably a locked drawer or cabinet where only the board and its representative can get access. No one else should have access to the minutes. For example, a board of selectmen or a city council should not have access to sealed planning board or library trustee minutes.

It is recommended to keep all of the board's sealed minutes together, arranged by date, and clearly marked as minutes that are not available to the public.

Review by new board members? Old board members?

A new person has been elected to the board, and wants to review all of the board's sealed minutes.

Or, a former board member wants to review the sealed minutes from when he was a member.

Should this be permitted?

They are the board's minutes. So long as they remain sealed, they are subject to review only by the board. A new board member has the same rights as other current board members, but if one or more board members want to review the minutes, it is better to make the minutes available to the entire board at a meeting and then return them to their secure location. Alternatively, the board may vote to authorize individual members to review the minutes.

A former board member has no right to see minutes that remain sealed. It does not matter that he was on the board at the time of the non-public session; he is no longer on the board and has no more right than a member of the general public.

Review and unsealing of old minutes.

The law does not impose any obligation on a public body to review and unseal old minutes. It merely states that the minutes "may be withheld until, in the opinion of a majority of members, the circumstances justifying their sealing] no longer apply."

Legally, the status of sealed minutes does not become an issue until someone asks to inspect them. If no one has requested a given set of minutes, arguably it does not matter how long they remain "sealed;" because they are not being "withheld."

However, it is a good practice for a board to review its sealed minutes regularly-probably at least once a year-to determine whether the circumstances that justified their sealing still apply. If the person whose reputation might be adversely affected has died, or if the information has become a

interests are adverse to those of the general community.

— RSA 91-A:3, 11(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

— RSA 91-A:3, 11(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session:

Member

Yes

No

Entered nonpublic session at _____ a.m./p.m.

Other persons present during nonpublic session:

Description of matters discussed and final decisions made:

Note: Under RSA 91-A:3, III. *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section.*

Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting; unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

Motion to leave nonpublic session and return to public session by _____ seconded by: _____.

Motion: PASSED / DID NOT PASS (circle one)

Nonpublic meeting tape removed, public meeting tape replaced (if applicable).

Public session reconvened at _____ a.m./p.m.

Motion made to seal these minutes? If so, motion made by _____ and seconded by _____, because it is determined that divulgence of this information likely would...

- Affect adversely the reputation of any person other than a member of this board
- Render a proposed action ineffective
- Pertains to preparation or carrying out of actions regarding terrorism

Roll Call Vote to seal minutes: Yes No

Motion: PASSED / DID NOT PASS (circle one)

These minutes recorded by: _____

From: NH Fish and Game Department <donotreply@wordpress.com>

Date: Mon, 23 Sep 2019 13:41:23 +0000

Subject: [New post] End of Executive Director Normandeau's Term

To: commissionermoose@gmail.com

Post : End of Executive Director Normandeau's Term

URL : [https://urldefense.com/v3/https://nhfishgame.com/2019/09/23/end-of-executive-director-normandeaus-term/;leeWmBe9sc1cuNw!CwwVLYo7voeZYErhKNKIOMmp1YvgWK-O4wOY1fSCTR_UrSuJwDLJ42UDn-S952Z-CQXS1Mj6Jg\\$](https://urldefense.com/v3/https://nhfishgame.com/2019/09/23/end-of-executive-director-normandeaus-term/;leeWmBe9sc1cuNw!CwwVLYo7voeZYErhKNKIOMmp1YvgWK-O4wOY1fSCTR_UrSuJwDLJ42UDn-S952Z-CQXS1Mj6Jg$)

Posted : 09/23/2019 at 9:41 AM

Author : nhfishandgame

Categories : all news, legislative, NHFG Commission

CONTACT: Dir. Glenn Normandeau: (603) 271-3511 Nicola Whitley: (603)

271-1740 September 23, 2019 CONCORD, NH – The New Hampshire Fish and Game Department is announcing that Executive Director Glenn Normandeau will be leaving his position at the end of his term in March 2020.

Director Normandeau has been serving in his role as head of [...]

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End of Executive Director Normandeau's Term

Date: 09/23/2019

CONTACT:

Dir. Glenn Normandeau: (603) 271-3511

Nicola Whitley: (603) 271-1740

September 23, 2019

CONCORD, NH – The New Hampshire Fish and Game Department is announcing that Executive Director Glenn Normandeau will be leaving his position at the end of his term in March 2020. Director Normandeau has been serving in his role as head of the agency since April 2008. He is the second-longest serving Executive Director in the history of the Fish and Game Department which was established in 1865.

It is anticipated that the New Hampshire Fish and Game Commission will begin the process of searching for a replacement for Director Normandeau in the near future. It is their mandate to put forth a candidate for the Governor's approval.

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From: "Haskell, Tanya" <Tanya.Haskell@wildlife.nh.gov>

Date: Fri, 11 Oct 2019 14:10:25 +0000

Subject: [Union Leader Corp.] Fish and Game chief lashes out after learning of vote against him

To: Bruce Temple <bkt514@yahoo.com>, Christina Luppi <RCCommissioner321@gmail.com>, Christopher Hodgdon <Chris_Hodgdon@comcast.com>, David Patch <dlpatch@adelphia.net>, Eric Stohl <EricStohl@myfairpoint.net>, "Fred Bird (commissionerbirdnhfg@gmail.com)" <commissionerbirdnhfg@gmail.com>, "Marc Lachance (belknaphfg@gmail.com)" <belknaphfg@gmail.com>, Paul DeBow <debowwild@icloud.com>, Paul McInnis <ryeharboradventures@gmail.com>, "Ray Green (nhfgcommissionergreen@gmail.com)" <nhfgcommissionergreen@gmail.com>, Robert Phillipson <commissionermoose@gmail.com>

Morning Commissioners,

Chairman Phillipson has asked that I share this article.

Have a great weekend!

Tanya

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[https://urldefense.com/v3/ https://www.unionleader.com/news/politics/state/fish-and-game-chief-lashes-out-after-learning-of-vote/article_343ec293-fec2-527c-8f5f-d0cc3b623232.html?utm_medium=social&utm_source=email&utm_campaign=user-share;leeWmBe9sc1cuNw!D_yczNKOoHaQNYlIbc6PSDPYiGiADP6J2KGm2DTqaE2qZYGk2Y8K6Tdme6v6tR1ooZfDpLz7Lw\\$](https://urldefense.com/v3/https://www.unionleader.com/news/politics/state/fish-and-game-chief-lashes-out-after-learning-of-vote/article_343ec293-fec2-527c-8f5f-d0cc3b623232.html?utm_medium=social&utm_source=email&utm_campaign=user-share;leeWmBe9sc1cuNw!D_yczNKOoHaQNYlIbc6PSDPYiGiADP6J2KGm2DTqaE2qZYGk2Y8K6Tdme6v6tR1ooZfDpLz7Lw$)

From: "Haskell, Tanya" <Tanya.Haskell@wildlife.nh.gov>

Date: Fri, 11 Oct 2019 14:21:35 +0000

Subject: Sen. Feltes demands unsealing records of Glenn Normandeau's ouster

To: Bruce Temple <bkt514@yahoo.com>, Christina Luppi

<RCCommissioner321@gmail.com>, Christopher Hodgdon

<Chris_Hodgdon@comcast.com>, David Patch <dlpatch@adelphia.net>, Eric

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Robert Phillipson <commissionermoose@gmail.com>

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