

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MEETING MINUTES
MONDAY, APRIL 9, 2018 6:30
Town Hall, 2nd Floor Auditorium
109 Front Street, Winchendon, Mass.**

Present:

Barbara Anderson, Chairwoman
Audrey LaBrie, Vice Chairwoman
Mike Barbaro
Austin Cyganiewicz
Charles Husselbee

Keith R. Hickey, Town Manager
Linda Daigle, Executive Assistant
Lindsay Kuchta, Recording Secretary

List of Documents Presented at Meeting:

- Junk Dealer: Second Hand Articles License Renewal Application Daniel Brewer, 900 Lincoln Avenue (filed)
 - Junk Dealer: Second Hand Articles License Renewal Application Ed's Scrap Metals, Edward Vaillancourt, 64 Main St. (filed)
 - Junk Dealer: Second Hand Articles License Renewal Application Pattie's Jewelry, Inc., Sherrie Erlenmeyer, 15 Central St. (filed)
 - Junk Dealer: Second Hand Articles License Renewal Application 2nd Impressions, Angela LaBarge, 206 Central St (filed)
 - Common Victualler Transfer of License Application – S K A Enterprises, Inc., dba C&S Pizza (filed)
 - Proposed Drug and Alcohol-Free Workplace Policy (attached)
 - Draft Special and Annual Town Meeting Warrant (filed)
 - Town Manager's Report (attached)
 - Executive Session Minutes, February 12, 2018 (Held/filed)
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Anderson called the meeting to order at 6:30 P.M. followed by the Pledge of Allegiance to the Flag of the United States of America.

Doneen Durling announced that she was audio recording tonight's meeting.

1. SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:

Husselbee noted that the American Legion won the Lifetime Achievement Award, and will be presented with it at the Legion at 1:00PM, followed by a roasted pork dinner at 2:00PM. Secondly, Husselbee noted he was excited to see that the Library was on the agenda tonight and is very excited for what they are about to bring forth.

Anderson thanked the Winchendon Substance Abuse Task force as they recently had Chris Sullivan and Taylor's Message at the High School. She attended the show which was well received and she was happy to see the amount of people in attendance.

2. PUBLIC COMMENTS AND ANNOUNCEMENTS:

Rick Lucier came forward and noted that he came to the Board on February 26, 2018 inquiring about the TIF agreement with Mylec. Hickey apologized for not reaching back out to Mr. Lucier, he has been trying to work out a date that is convenient for both Mylec and the Town. A meeting has been scheduled two weeks from tonight and Hickey will be giving an update in regards to the agreement and Mylec's responsibility to report to the Town.

Dave Romanowski and Jane LaPointe of the Ingleside Utilization Committee came forward and wanted to address the vote on the extension on the lease of the tenants currently residing at Ingleside. Ms. LaPointe noted that the Committee just had a meeting and voted that the extension on the lease was approved. It was asked of the tenants to allow the Committee to have access to the land in order to get started on their trail development; Fitchburg State University will do GIS trail mapping for the property to help get the trails put on the maps provided by Massachusetts Regional Planning Commission (MRPC).

Secondly, at the meeting held tonight by the Ingleside Utilization Committee, the leaders for the Cub Scout and Boy Scouts were present, and they are very interested in getting involved with Ingleside. They would like to help do work on the land and later use the land for camping.

Anderson asked if anyone has looked into the designation of Ingleside being a public park. Hickey noted that the Board of Selectmen needs to determine that Ingleside is an actual Town park, and from there a decision will have to be made as to what the "park" will be officially named.

Mr. Romanowski noted the Committee will be meeting with the Scouts in May. The Committee will need to come up with a protocol for when people want to utilize the property, especially for overnights. Anderson noted she appreciates the effort; someone has been expressing their interest in wanting to use the field.

Barbaro noted that the property has a lot of non-park like things they wish to do in the future. He asked if it would be more of a park or a recreation area; and noted that they might consider they go forward recognizing it as a park and recreation area rather than just a park to allow for more flexibility.

Anderson verified with Ms. LaPointe that the entire Committee was in agreement and without any issues with the extension of the lease, to which Ms. LaPointe replied not all members were present, but all in attendance were in agreement.

Fran Murphy, a member of the Ingleside Utilization Committee, asked if the rent would be the same for the extension of the lease, to which Hickey replied the terms of the lease remain in-tact for the two months.

LaBrie asked if there is a protocol for the Town to have a rental property such as Ingleside, and in two months if there isn't a protocol, there should be one in place for how to move forward with a tenant in that area.

Ms. LaPointe noted that the Committee needs to look into what it means to have a tenant as a caretaker of the property, the role of the tenant would have to be written into the lease.

Ms. LaPointe added that a healthy community initiative lunch is being held at the Clark YMCA from 12:00PM-2:00PM tomorrow, April 10th. The lunch will start conversation about local access to healthy food. Winchendon is in the top five of prioritized communities as they don't have a grocery store in town.

Hickey added onto Ms. LaPointe's notice of the luncheon as part of his Town Manager's Report. Hickey noted that The Community Health Network of North Central Massachusetts was hosting the lunch, and staff from Town Hall has been invited to attend. The purpose of this lunch is to discuss healthy eating and living, and to foster collaboration to share resources. Hickey is thankful that they are coming to Town and starting the dialogue so we can try to better provide and not overlap services in the community.

3. PUBLIC HEARINGS:

There were no public hearings at this meeting.

4. APPOINTMENTS/RESIGNATIONS:

There were no appointments/resignations at this meeting.

5. PERMIT/LICENSE APPLICATIONS:

5.1 Junk Dealers: Second Hand Articles License Renewals

5.1.1 Daniel Brewer, 900 Lincoln Avenue

Barbaro moved for the applicant, Anderson seconded for discussion.

Anderson asked when an application for renewal or things of that variety is submitted, is there a way to implement a box or check off that notes they are okayed? Daigle replied that she scans in the drop box for the Board any feedback or denials from the Department Heads. Anderson noted she would like to see some sort of disclaimer to know that everyone has had a chance to see the application. LaBrie noted that it should be left to the staff.

The Board voted all ayes for Barbaro's motion.

5.1.2 Ed's Scrap Metals, Edward Vaillancourt, 64 Main St.

Barbaro moved for the applicant, seconded by Husselbee with a vote of all ayes.

5.1.3 Pattie's Jewelry, Inc., Sherrie Erlenmeyer, 15 Central St.

Barbaro moved for the applicant, seconded by Husselbee with a vote of all ayes.

5.1.4 2nd Impressions, Angela LaBarge, 206 Central St.

Barbaro moved for the applicant, seconded by Husselbee with a vote of all ayes.

5.2 Common Victualler Transfer of License – S K A Enterprises, Inc., dba C&S Pizza-Osama "Sam" GirGis and Kostantinos Kaliviotis came forward regarding the transfer of the Common Victualler License for C&S Pizza. Sam noted that it is his pleasure to be in a nice town such as Winchendon and he is excited to be a part of the community. The business will remain the same.

LaBrie asked about the liquor license, and if the intention was to go through all of the steps and then apply for it again in the future? Sam replied that they will apply at a later date as the previous owner is in a rush to leave.

LaBrie moved for the applicant, seconded by Barbaro with a vote of all ayes.

6. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS:

6.1 Update on the Beals Memorial Library Accessibility Project-Rick Ward, a Library Trustee representative for the construction of the Library Accessibility project, came forward to introduce Ted Fiffy and David Pollack who updated the Board on the progress of the work being done at the library.

Mr. Fiffy stated his role in the project is the owner's representative. Mr. Fiffy noted that the design of the project is outstanding as it preserves the character of the building. The project is moving along slowly, but the quality and budget are both good.

Mr. Pollack added that the project is about 85% complete in terms of work. Additionally, Mr. Fiffy stated that Wednesday, May 8th the Department of Elevator Inspection will be in to do their inspection. Mr. Pollack then noted that there are other components that still have a significant amount of work left to do; though the interior portion is nearly complete. There are three portions that still need work done; the railings in the stairway need to be put in, there is still a large hole on the side of the building where the glass and glass door needs to be installed, and thirdly the finishing of the site improvements such as lights, concrete, signage, edging and site cleanup. The goal is to have the site cleaned up and have fences down by Memorial Day. As far as the budget goes, there have only been two change orders; an owner initiated scope enhancement to have a real book drop and some bike racks; the director of the Library Trustees wanted to double the book drops, one for media and another for books. As there haven't been other change orders, it was safe to add the \$5000. The bill for the necessary additional labor is only \$1,200, unforeseen costs are at \$7,000, and the late finish will not cost the Town any money.

Mr. Fiffy noted that there are very few projects that have been able to deliver with less than 1% in contract value of change orders. We are trending in an excellent direction.

Anderson stated that it looks like the end result will be beautiful, and she is happy that the building will be ADA compliant.

LaBrie noted that she likes the fact that the front of the building is still the same, and the building is recognizable.

Husselbee added that the design keeps the historical flavor on the outside, but brings it into the modern age. He stated it has been a great job done by Mr. Fiffy, Mr. Pollack and the Library Trustees.

Mr. Pollack noted that with the new entrance, there are real possibilities of good use for functions outside of regular business hours. With the accessibility and a separate entrance, it provides the Town with a great resource, and brings it up to date with how libraries are being used today.

Manuel King, Library Director, added that the Library will be showing Ladybird on April 20th at 7:00pm and Coco at 2:00PM, and Animal Adventures will be in Town on Wednesday April 18th at 2:00PM.

7. NEW BUSINESS:

7.1 Vote of Board to Extend the Lease at Ingleside for Two Months- Hickey noted that he was contacted by the tenants currently leasing Ingleside, and brought the idea of a lease extension to the Ingleside Utilization Committee. The Committee showed support in moving forward with an extension of the lease to July 31, 2018, with the understanding that the tenants know that activities are going to be taking place on the property in the spring. It was asked of the Committee to ensure the tenants know when people are expected to be on the property, just as a form of common courtesy.

Barbaro made a motion to extend the lease for two months on Ingleside property, seconded by Husselbee with the understanding that the lease will be under the same terms and amount of rent; by a vote of all ayes the motion passed.

7.2 Proposed Drug and Alcohol-Free Workplace Policy- Hickey stated that he is asking the Board to present a new policy about the prohibition of the use of drugs or alcohol while on duty or at work. At this point, there isn't one in place and with the change in the laws moving forward with the adult use of marijuana, legal counsel has recommended that their clients adopt this policy to ensure employee awareness of what they are required of. Hickey would like the policy to be effective immediately.

Anderson noted the policy states that you can't be under the influence at work, and asked how that can be done and still comply with the state legalization of adult use of marijuana.

Hickey replied the recreational use of marijuana will be legal, but doesn't mean an employee can come to work under the influence. Though there may be traces in their system during the work day, if they appear to be under the influence they can be tested to ensure they are in fact not impaired or a danger to themselves or others. It is a balancing act and a bit of a learning curve, just like with alcohol to ensure employees are sober.

Barbaro mentioned that CDL license holders lose their licenses if it is found they are using marijuana. If you have a CDL license, you are being tested now.

Hickey replied that the only positions that require a CDL license are within the Department of Public Works. Emergency responders don't require a CDL license. If a drug or alcohol test comes back positive for one of the operators, they will lose their job as they will be deemed unable to perform the duties they are responsible for. This policy would primarily address those who don't have a CDL.

Cyganiewicz wanted to clarify that no candidate for a job with the Town of Winchendon is drug tested other than one with a CDL license. LaBrie commented that the policy does talk about the right of the Town to test randomly without notice.

Hickey noted that an employee can only be tested with reasonable suspicion.

LaBrie asked who does the testing and when the results come back, to which Hickey replied an independent company does the testing, with same day results.

Barbaro noted in the case of an accident with a CDL licensed driver, an employee needs to be tested within twenty four hours of the accident. Hickey commented that they would look to have the individuals tested as quickly as possible to determine whether or not they are under the influence. Hickey recently coordinated a situation to have a drug test done just as the employees came into his office to speak with him on the matter.

Cyganiewicz stated that if there is a need to test a candidate for a job, the Town should have the right to do so.

Hickey noted that union contracts are expiring at the end of 2019, and it will be discussed with the bargaining agent that there is an opportunity to amend the personnel policy if the decision is made to have a required drug test for employment.

LaBrie added that in regards to reasonable suspicion; if someone is out of it and it is obvious, it is hard to keep things professional and avoid getting personal, there needs to be strict guidelines. Hickey commented that the biggest detection will be because of the behavior of an individual. He also noted that MIIA, the Town's insurance provider, must have a reasonable suspicion training seminar; there are also other opportunities that can be taken advantage of for training.

Barbaro moved for the proposed Drug and Alcohol-Free Workplace Policy to be effective immediately, seconded by Husselbee with a vote of all ayes.

7.3 Draft Special and Annual Town Meeting Warrant - Hickey noted that there were no additional citizens petitions for the Annual Town Meeting Warrant; the only citizen petitions received are from the Parks and Recreation Committee and Rick Lucier for a \$2,500 revolving fund for Earth Day cleanup. Hickey then reviewed the warrant.

Hickey noted that the second article is regarding the removal of the abandoned water tank on High Street, and added that he is not sure why it wasn't removed decades ago. The tank has proved to be a burden to the Town's ability to acquire the antenna/pole from the assets of Comcast for emergency management. The Town will seek to remove the water tank from the property, and the property will then go out to bid to be sold, or traded for another piece of property, similar to the transaction made to acquire Ingleside. A trade has been discussed with Heywood, as they currently own the land where the antenna and assets sit. The property would be traded and assets would be gained at no cost; Heywood would obtain the property on High Street where the tank is.

The third warrant article is to remove the lead from the water in all of Winchendon's public schools. After some testing it was determined the lead was coming from the solder used on the copper pipes. Hickey stated he believes it would be a cost of \$70,000 to address the issue.

Hickey noted that the Board may want to pass article four per timing. The Town was kind enough to approve \$50,000 to fund the Town's local share of sidewalk improvements, but unfortunately the Town did not receive the grant for the project last year. The Planning Department is working on a grant application now for the project, but it is unknown if the Town is granted the funds, when they would come in. Hickey recommended the \$50,000 be moved to free cash to help pay off the deficit note, and a warrant can be submitted for the November Town Meeting. By that time we will know if we have received the grant or not. After speaking with the engineer, if the Town does receive the grant in May or June of 2018, the work can be done in the summer of 2019.

Anderson added that the issue with sidewalks is something that shouldn't be prolonged any further than necessary, especially for the kids walking to Toy Town Elementary.

Hickey stated that the conversation he had with the engineer and Al Gallant, DPW Director, makes both him and Gallant confident that if the Town is awarded the grant, the work can be done and constructed this summer. If the Board chooses to leave the \$50,000 where it is and bypass the article, the money would be there and there is a reasonable chance the work can be done this summer. It is a risk, but the sidewalks are a mess. The downside is if the grant is awarded, the \$50,000 is tied up and nothing can be done until the Special Town Meeting in November. It is a decision the Board may have to consider and lay on. In two weeks, the Board will be voting if the articles are supported or not. At that meeting, it can be decided if the fourth article will be supported.

Barbaro asked if the sidewalks are considered part of Chapter 90, to which Hickey replied yes, Chapter 90 funds could be used to improve the sidewalks. Barbaro added that the money can be used to do the work and grant funds can be moved, if granted, as needed.

Hickey stated that it is an option. We hope to have a decision on the grant by the end of this fiscal year so the Board can make a decision after July first if they want to utilize Chapter 90 money for sidewalks. Al Gallant is in the process of closing sidewalks down as they are in poor shape. Hickey noted he will try to get more definitive information in the next two weeks; whatever information or opinions needed will be provided.

Regarding article five, Hickey noted that the Finance Committee had asked for some sort of language be added to the article noting that the Town will repay the \$150,000 to the Stabilization Fund from Free Cash immediately after paying off the deficit note. Hickey spoke with Town counsel who noted that the DOR wouldn't allow that language to be added to the article. The article remains as written.

Anderson asked if there is a way to arrange a gentleman's agreement as an assurance to the Finance Committee that can be made. Hickey replied that the Board could certainly provide assurance for the Finance Committee that the Board, as of April 23, 2018, intends to repay the Stabilization Fund. It can be done, but a future board cannot be bound. It is important but it does not literally bind the Board. Hickey wants to be fair and open, and certainly people aren't going to forget the gentleman's agreement, which is not legally binding.

Barbaro noted that there has been so much cutting in this Town; to move money one time is in our best interest. The Stabilization Fund is a "rainy day" fund.

Anderson asked Hickey what the Stabilization Fund is, to which Hickey replied it is for a one-time expense or an emergency to address. Anderson asked if a projected capital expense could be used out of the Stabilization Fund, to which Hickey replied yes, if two thirds vote is had, it will be done.

Barbaro stated he does not want to commit the money as he cannot see the future. We have to move forward and not look back.

Hickey noted that his impression tonight was that the majority of the Board agrees to use Stabilization. He will relay to the Finance Committee that it will be prioritized to repay the \$94,000 if it was approved in May. He would love to have the flexibility to use what he wants prior to repaying the \$94,000, but Hickey has only been in town for three years, we don't know what the future holds, and he wants to ensure the community sees the Finance Committee and Board working together, being financially savvy. Hickey also believes it's important for people who still see the Stabilization Fund as taboo to see the Board discussing the priority of the replacement of the funds that were taken out. Yes, there are other needs, but we are able to expend some of the capital items in the FY19 Budget from Free Cash from FY17. Items needed will be dealt with through Free Cash, as well as through the Robinson-Broadhurst Foundation, who will be generous and willing to provide funds out of the ordinary for the Town as we are trying to pay off the deficit legislation. It is important to restore the \$94,000. It has only been three years, people are still leery, and it will not hurt our ability to address the needs we have over the next year.

Anderson asked if a PILOT does not take effect until the PILOT goes online, to which Hickey replied one will be coming online in the near future; National Grid was supposed to do a power outage twice over the weekend to deal with the landfill array in June and a private PILOT will be coming online around the first of the fiscal

year. Just because agreements are approved now, it could be a year before they go live because of improvements that need to be made to the infrastructure.

Hickey noted that article eighteen is for the modification of the Parks and Recreation Committee bylaw to coincide with the actual duties of the Committee. Anderson asked if the bylaw has been presented to the Bylaw Committee, to which Kuchta stated they had been directed to get in contact with the Town Clerk, Judy Lajoie who is the chair of the Bylaw/Charter Review Committee.

Hickey addressed article nineteen, submitted by Rick Lucier, which asks that \$2,500 be raised to dispose of whatever is collected on Earth Day. Currently the DPW provides or has funded the costs associated with the disposal of trash on Earth Day, and there is a yearning for a dedicated revolving fund for Earth Day to seed the account with \$2,500. LaBrie asked where the money would come from to which Hickey replied taxes.

Hickey added that he would rather the money come from the DPW than taxes. Mr. Lucier came forward and replied there is no shame in the Board of Health picking up trash; if we do get volunteers, the money can be channeled back to anything that may be necessary.

Anderson asked why take the money from the DPW budget, to which Hickey replied, up against the tax levy limit, we would still have to reduce the operating budget by the same amount to retain within at the fall Town Meeting to make modifications as needed. It may need to be done later in the FY19 budget for \$2,500 for what is being raised for this warrant article.

Barbaro asked Mr. Lucier if the money would be used to pay people for trash removal, to which Mr. Lucier replied no.

Hickey noted the last five articles all have to do with the adult use of medical marijuana.

Tracy Murphy, Director of Planning and Development, came forward and noted that the Central Street overlay has been removed, and a map will be available at Town Meeting so people will be able to see what each overlay is.

Anderson gave props to the Planning Board for the amount of information included in this warrant article. There was so much research and work put into the warrants, and she commends them for their work, time and effort put into this.

Murphy noted that Board members were present at different forums and questioned things as they wanted to put forward good articles. It was an all-around great job with lots of time and effort put in.

8. OLD BUSINESS:

Anderson noted that the review of the Board's Policies and Procedures can be moved to the meeting being held on April 23rd.

9. TOWN MANAGER'S REPORT:

1. Financial Updates-

- a. No updates this week.

2. Personnel Updates-

- a. Part time Public Works employee Jenelle Sroczynski has given her notice and will be leaving on April 10th.

Hickey added that he would like to wish her well in the future.

- b. Al Gallant and I informed the Wastewater staff of the potential bid being issued to explore outsourcing the Wastewater Department. I expect proposals from two engineering firms on the cost to issue and review a RFP.

Hickey added that the Town is exploring opportunities to outsource the wastewater Treatment Plant; it has everything to do with protecting the Town if they have a hurt or retired employee and aren't able to fill the position with a licensed wastewater operator. It just means we are exploring. The process will be public, and the Board can be assured that the employees have been informed.

3. Project Updates-

- a. The Police sally port sub bids have been received and are a slight amount below budget. Contactor bids are due April 12th.

Anderson noted that when the project last went out to bid, bids came in way over the budgeted amount for the project.

Hickey noted that the scope of work was scaled back quite a bit; the new design does not include an ammunition storage room or holding room as it did before, along with a few other rooms. It has decreased the cost of the project, and will still be a significant upgrade to what is currently at the station.

Anderson replied that the newest design is not what the voters supported. Hickey respectfully disagreed with Anderson, stating that the constructing of the sally port is first and foremost regarding the Police Department's needs.

Anderson said her fear is when talking about the Police Department; it was first approved at Town Meeting and by vote approved to be a little more enhanced than what it actually turned out to be. The Town was promised a beautiful sally port and will be provided with less than what was initially proposed.

Hickey replied that yes, it won't be as complete or comprehensive as what was proposed in the initial discussion, as there was a significant budget shortfall, and Hickey had thought the change in design was discussed with the Board.

Barbaro noted that the sally port bid came in at roughly \$900,000 when the initial bid was done; the Town has \$600,000, it isn't taxpayer money, isn't Robinson-Broadhurst paying the rest? Hickey replied that \$20,000 of the costs will be paid for by tax payers.

Barbaro also stated that the taxpayers are paying little to none on this project.

LaBrie asked if Chief Walsh weighed in on the plan as it is now, to which Hickey replied if Chief Walsh didn't believe the current plan would meet the needs of the public and police officers, he would not move forward with it.

Husselbee asked if Chief Walsh could come to a meeting to let the Board know he is okay with the plans.

Anderson noted that this is the first she is hearing about the cutbacks in the plans. Hickey apologized, as he thought the matter had been discussed with the Board. He said he will present the plan to the Board in two weeks to make them aware of any changes.

Anderson then noted that she takes offence to Barbaro's comment, the tax payers are paying little to no money on this project; it is the taxpayers money and their building; the Board has an obligation to safeguard it.

Barbaro added that it was clearly stated the plan would be revisited, and he was just stating a fact that most of the money was not coming from the tax payers.

Cyganiewicz noted that money from the 911 Grant could be used elsewhere for other projects, and we need to keep our word on a project, in good faith to the voters.

- b. This past weekend National Grid shut off the power to the entire town for approximately 30 minutes twice, once on Saturday and once on Sunday. This is due to the work being done at the Solar Farm located at the Transfer Station in preparation for the solar farm producing power beginning in May.

Hickey added that National Grid attempted to turn the generator back on, but it wouldn't work. They had to scrap the plan; another date has not been set at this time, but the public will be notified as soon as the date is established.

4. Miscellaneous Updates –

- a. A number of my staff and I will be attending a meeting Tuesday hosted by the Community Health Network for North Central MA at the Clark YMCA to discuss healthy eating and active living—a particular priority for Winchendon. A number of local organizations, agencies, institutions and individuals will be attending to foster collaboration and share resources to improve health in the region.
- b. The Winchendon American Legion will be presented the Sons of the American Legion Lifetime Achievement Award on Saturday, April 14th. The award will be presented at 1:00 p.m. with a roast pork dinner to follow. The event is open to the public. The cost of dinner is \$20. Dinner is at 2:00PM

10. MINUTES:

10.1 Monday, March 12, 2018 Regular Meeting

LaBrie moved to accept the minutes from March 12, 2018 as presented, seconded by Barbaro with a vote of all ayes.

10.2 Monday, March 19, 2018 Joint Meeting with the Audit, Finance and School Committee

LaBrie moved to accept the minutes from March 19, 2018 as presented, seconded by Husselbee with a vote of all ayes.

11. COMMUNICATIONS:

Anderson noted that the next meeting is on March 23rd.

Barbaro noted that he would like the School to bring forward their budget and present it to the Board as it had been done in previous years; he would like to have a presentation on March 23rd. Hickey stated that he can reach out to the Superintendent and chair of the School Committee asking if they would like to present to the Board.

12. AGENDA ITEMS:

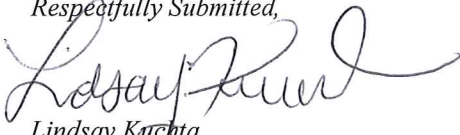
13. EXECUTIVE SESSION:

No Executive Session was held this evening.

14. ADJOURNMENT:

LaBrie made a motion to adjourn, seconded by Husselbee with a vote of all ayes. Meeting adjourned at 8:29 PM.

Respectfully Submitted,



Lindsay Kuchta
Administrative Assistant

