

**TOWN OF WINCHENDON  
BOARD OF SELECTMEN MEETING MINUTES  
MONDAY, AUGUST 20, 2018  
Town Hall, 2<sup>nd</sup> Floor Auditorium  
109 Front Street, Winchendon, Mass.**

**Present:**

Audrey LaBrie, Chairwoman  
Austin Cyganiewicz, Vice Chair  
Barbara Anderson  
Charles Husselbee

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

**Absent:**

Michael Barbaro

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**List of Documents Presented at Meeting:**

- Ingleside Utilization Committee Winchendon Community Park Update (filed)
  - David Plummer Letter of Resignation from Historic Commission (filed)
  - Brian Dickens Letter of Resignation from Parks and Recreation Committee (filed)
  - Greg Vine Letter of Resignation from Ingleside Utilization committee (filed)
  - Greg Vine Letter of Interest for Cultural Council (filed)
  - Voluntary Toll Booth/ Boot Drive Application Winchendon History and Cultural Center (filed)
  - Live Entertainment License Application - Gardner Area League of Artists (filed)
  - Live Entertainment License Application - Winchendon Fall Festival , Town of Winchendon, Winchendon Business Group, C/O Rebecca Robillard (filed)
  - Special 2 One-Day Liquor License Application - Harbour Restaurant Inc. (filed)
  - Proposed Town Accountant Contract between the Town and Joanne Goguen (filed)
  - Joanne Goguen's Resume (filed)
  - Winchendon Fire Department Hardship / Bill Reduction Proposal (filed)
  - Application for Sewer Adjustment or Abatement, 27 Mason St. (filed)
  - Chapter 61B Notice of Intent to Convert Recreational Land – First Right of Refusal – Hall Road Property - passed over to next meeting, 9/10/18
  - Chapter 61B to Convert Forest Land – First Right of Refusal – Lincoln Ave., Rear Robbins Rd., Rear Lincoln Ave. (passed over to next meeting 9/10/18)
  - Pilot Agreements: Happy Hallow Road Solar 1, LLC and Solar Development, LLC, 135 Gardner Rd. (passed over to next meeting 9/10/18)
  - Winchendon Garden Club Letter Requesting Shrub Removal (filed)
  - Winchendon Garden Club Letter Requesting Curbs for Garden (filed)
  - Town of Winchendon Board of Selectmen Policies and Procedures Review Draft (passed over to 9/17/18 Special Meeting)
  - Town Manager's Report (attached)
  - Minutes:
    - Monday, July 2, 2018 EXECUTIVE SESSION
    - Monday, July 30, 2018 EXECUTIVE SESSION
    - Tuesday, August 7, 2018 EXECUTIVE SESSION
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*LaBrie called the meeting to order at 6:32 P.M. followed by the Pledge of Allegiance to the Flag of the United States of America.*

Doneen Durling announced she would be audio recording this meeting.

**1. SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:**

Anderson thanked the Kiwanis Club for hosting another wonderful Chili Cook-Off on August 4<sup>th</sup>. Unfortunately, it was a little wet outside but her, Hickey and Husselbee all were in attendance. She stated she is looking forward to the Fall Festival as well.

Husselbee reiterated Anderson's comment regarding the Chili Cook-Off, and added that he and Anderson had a chance to judge as well. Husselbee also thanked Representative Zlotnik and Congress candidate Rufus Gifford for their attendance.

Anderson also noted Mr. Gifford is in the process of filming a documentary, and he brought his crew with him to film at the Chili Cook-Off.

LaBrie stated that she attended the GALA, Gardner Area League of Artists, Grand opening on Saturday and commented that it was beautiful inside the barn and it reminded her of some of the art museums she has visited elsewhere. It was a little damp outside but it did not affect the turnout. LaBrie added that the GALA is a wonderful addition to the Town.

Additionally, LaBrie noted that school starts next week and cautions all to keep an extra eye out for children and students out and about.

## **2. PUBLIC COMMENTS AND ANNOUNCEMENTS:**

2.1. Update on Ingleside and Upcoming Open House (Sept. 8)-Jane LaPointe, Vice Chair of the Ingleside Utilization Committee, came forward to update the Board on the progress at the Winchendon Community Park at Ingleside. The Committee has continued to work on trailblazing, and will be hosting one final community work day on August 25<sup>th</sup> at 9:30AM. Additionally, the Committee will be hosting their opening day at the Winchendon Community Park on September 8<sup>th</sup> from 10:00AM to 2:00PM. People are encouraged to come and explore the park on self-guided walks and to bring friends.

Ms. LaPointe also wanted to thank all of the volunteers who have helped to clear trails amongst other tasks and the work that was done to clear up the exit road. Many individuals were identified in the Winchendon Courier for their aid, but Ms. LaPointe wanted to also thank Rick Lucier, Ed Bond, and Al Gallant and the DPW Department, and of course the North Quabin Trail Association for all of the work and knowledge they have provided for the Committee and park.

Ms. LaPointe also provided the following updates regarding what is happening at the Winchendon Community Park and with the Committee:

1. Trail Clearing
2. Two picnic tables are on site for public use
3. Site of the new exit road has been cleared of brush and trees and is ready when the DPW is
4. Removal of glossy buckthorn, an invasive species
5. The assessing of necessary work to maintain and securing the barn on site
6. Updating park maps
7. Meeting with the Conservation Commission regarding some of the wetlands within the park
8. Organization of the Ingleside Utilization Committee
9. Creating a plan for park usage

Ms. LaPointe added that the Committee is also looking to create specific terms and responsibilities, potentially with the Town Manager, for a new tenant or caretaker of the property.

Anderson noted that the amount of work done on the property is amazing and the Town owes a huge debt of gratitude to all who have had a hand in helping clean up and improve the Park. She also asked if anyone has reached out to the schools to see if there is a local teacher who could potentially promote the project and its improvements. LaPointe stated it was a good idea and a subcommittee has been created to improve outreach and word of mouth about the park.

The Board thanked Ms. LaPointe for her time and update.

Tina Santos came forward and requested she have the opportunity to return to the meeting later on to make her public comment as she had a meeting to attend. The Board agreed that would be fine.



3. **PUBLIC HEARINGS:**

There were no public hearings this evening.

4. **APPOINTMENTS/RESIGNATIONS:**

4.1 Resignation of David Plummer – Historic Commission/Historic District- Anderson thanked Mr. Plummer for all of the service he has offered to the community. LaBrie agreed.

*Husselbee moved to accept the resignation of David Plummer from the Historic Commission/Historic District, seconded by Anderson. With a vote of all ayes the motion carried.*

4.2 Resignation of Brian Dickens from Recreation Commission- Husselbee thanked Mr. Dickens for the efforts he has put into the Recreation Committee over the years and commended him for starting the Friday Night Concerts at GAR Park during the summer.

*Anderson moved to accept the resignation of Brian Dickens from the Recreation Commission, seconded by Husselbee. With a vote of all ayes the motion carried.*

4.3 Resignation of Greg Vine from Ingleside Utilization Committee

*Anderson moved to accept the resignation of Greg Vine from the Ingleside Utilization Committee with hesitation, knowing how much he has served as a member on a number of boards. Motion seconded by Husselbee.*

Anderson thanked Mr. Vine for all of his service.

*By a vote of all ayes the motion carried.*

4.4 Appointment of Greg Vine to the Cultural Council- LaBrie welcomed Mr. Vine back to the Cultural Council. *Husselbee moved to appoint Greg Vine to the Cultural Council, seconded by Anderson with a vote of all ayes.*

5. **PERMIT/LICENSE APPLICATIONS:**

5.1. Voluntary Toll Booth/Boot Drive Application for Sept. 15, 2018 – Winchendon History & Cultural Center- After discussion with Debora Giordano, in place of Don O'Neil, the Board voted on the Voluntary Toll Booth/Boot Drive Application.

*Husselbee moved to allow the GALA and History and Cultural Center to co-host a boot drive on September 15<sup>th</sup> from 9:00AM to 12:00PM, seconded by Anderson. With a vote of all ayes the motion carried.*

5.2. Live Entertainment License Application – Gardner Area League of Artists (GALA)- Deborah Giordano came forward to discuss the GALA entertainment license for a series of coffee houses and acoustic jam sessions, and the possibility of giving lessons to teenagers as well. Ms. Giordano noted the application is the same as it was last year.

It was noted that the license would expire with the others approved this year, on December 31, 2018, and the applicants will be notified of their need to renew.

After discussion as to how to properly avoid any safety issues or scheduling conflicts, the Board voted on the application.

*Cyganiewicz moved to approve the Live Entertainment License for GALA to expire December 31, 2018 seconded by Anderson for discussion;*

Anderson stated that she is not concerned about two different events occurring at once but rather the safety issues that are presented if an event is taking place as well as a boot drive which happens to take place on the street in front of the GALA.

*After a vote of all ayes the motion carried.*

- 5.3. Live Entertainment License Application - Fall Festival Oct. 6, 2018 – Town of Winchendon/Winchendon Business Group- Nicole Roberts came forward in place of Rebecca Robillard to discuss the application for the Winchendon Fall Festival. Ms. Roberts stated that 160 vendors have already signed up; there will be bands, live performances and local restaurants all participating as well as Wachusett Brewery who will be sponsored by the Harbour Restaurant. All who will be consuming alcohol from Wachusett Brewery will get a wrist band to show they have been carded and are of age.

Ms. Roberts also stated that there is a need for volunteers. Anderson asked if there was anything volunteers were required to fill out to which Ms. Roberts replied no, they just need to contact someone from the Winchendon Business Group.

Husselbee asked how many vendors were present last year to which Ms. Roberts replied 100; there is an outpouring of support and generosity from the community and businesses within.

*Anderson moved to approve the Live Entertainment License for the Winchendon Fall Festival seconded by Husselbee with a vote of all ayes the motion carried.*

- 5.4. Special One-Day Malt Beverage License for Fall Festival Oct.6, 2018 – Harbour Restaurant Inc.- Mark Hagemeyer came forward to represent the Harbour Restaurant, Inc.'s application for two Special One-Day Malt Beverage Licenses for the Fall Festival on October 6, 2018. Mr. Hagemeyer noted that Ms. Roberts pretty much covered the event, but wanted to add that an area will be roped off for individuals who are consuming alcohol to stay off the street.

Hickey thanked Mr. Hagemeyer and the Harbour for their generosity in sponsoring the alcohol license and having the brewery come on site as a new aspect to Winchendon's Fall Festival.

*Husselbee moved to approve two One Day Malt Beverage Licenses for the Fall Festival for the Harbour Restaurant Inc. on Friday October 5<sup>th</sup> and Saturday October 6<sup>th</sup>, seconded by Anderson with a vote of all ayes.*

**6. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS:**

There were no Boards/Commissions/Committees/Departments matters this evening.

**7. NEW BUSINESS:**

Hickey noted that Town Accountant Bill Schlosstein gave his notice of resignation a few weeks ago and the Board discussed how they would like to move forward. One thing Winchendon has been lucky to have is a strong Accounting department over the past few years between Mr. Schlosstein and Joanne Goguen, the Assistant Town Accountant. Hickey assured that department heads and employees have the utmost confidence in Ms. Goguen. The recommendation made to the Board was to appoint Ms. Goguen to the Town Accountant Position effective September 1, 2018, and write the contract to be effective through June 30, 2021. Without reservation, Mr. Hickey is proud to have her fill the position.

7.1 Appointment of Joanne Goguen as Town Accountant- Ms. Goguen came forward and stated she appreciates the confidence from Mr. Hickey and all of the department heads. She added that she is looking forward to it. Hickey then noted that there has been a great amount of applications coming in for the Assistant Town Accountant position and though the loss of Mr. Schlosstein will be great, but he is confident that Ms. Goguen can pick up the ball and carry it as well as he has in the past two years here.



Anderson thanked Ms. Goguen for stepping up and noted that she has heard nothing but good things about her. Anderson added that she appreciates the relationship Ms. Goguen has established with the school and wished her all the luck. Ms. Goguen replied that she intends to keep her relationship with the school just so.

***Anderson moved to appoint Joanne Goguen to be the Town Accountant effective September 1, 2018 to June 30, 2021, seconded by Cyganiewicz. With a vote of all ayes the motion carried.***

7.2 Request for Ambulance Abatement- Hickey stated that Chief Tom Smith of the Winchendon Fire Department had approached him at the beginning of last week and said he had received a request for abatement on an ambulance bill. There is no policy set at this time, and both he and Chief Smith suggest to the Board that they allow the staff to develop an abatement policy for ambulance bills and bring it to the Board for their consideration and approval. Staff would then have the ability to receive abatements and process them within the office. It is the wishes of both himself and Chief Smith to have applicants remain anonymous as it is a personal matter. It is Chief Smith and his intent to have language drafted to bring before the Board at the September 10<sup>th</sup> meeting. Whatever policy put in place both he and Chief Smith would abide by.

Anderson stated she would like to thank Chief Smith for drafting the abatement request; the cost of an ambulance ride can be a financial issue for some. Some of these people have been lifelong residents; it's a shame that they have to worry about the cost of help when they really may be in need.

Husselbee added that Winchendon tends to have an older population and it will be more forthcoming. When someone is hesitant to call for an ambulance during an emergency-it's a tough pill to swallow. When fees aren't paid they go to a debt collector and affect their credit. For me, it is a no brainer.

LaBrie agreed and stated something needs to be put in place.

Hickey noted he will bring language to the Board at their next meeting for a first reading and a second reading can be waived and the policy approved. He thanked the Board for their help.

7.3 Request for Sewer Abatement – 27 Mason St.- Hickey noted that the individual applying for the abatement was on vacation when his hose had a leak that he was unaware of for a few days. DPW Director Al Gallant recommends the approval of this abatement in the amount of \$21.69.

***Anderson moved to approve the Sewer Abatement for 27 Mason Street in the amount of \$21.69, seconded by Husselbee. With a vote of all ayes the motion carried.***

7.4 Chapter 61B to Convert Recreational Land - First Right of Refusal- Hickey noted that Winchendon's Principal Assessor Harald Scheid was present to answer any questions they had regarding the conversions of the project located on Hall Road, Lincoln Avenue, Rear Robbins Road and Rear Lincoln Avenue. All of the requests for these solar arrays were approved at previous town meetings.

Mr. Scheid stated that the Board is familiar with the process; there is a need to exercise the Town's right to acquire a property or surrender the option.

The Board discussed their concerns of the use of a large portion of the land on Parcel 29 that would not be used for the solar array that was being proposed, as well as the breakdown of property assessments for the parcels presented. After further discussion, the Board decided to table agenda items

7.4 Chapter 61B to Convert Recreational Land - First Right of Refusal

7.5 Chapter 61B to Convert Forest Land - First Right of Refusal – Parcel 65 Lincoln Avenue, Parcel 12, Rear Robbins Road, Parcel 15, Rear Lincoln Avenue

7.6 Chapter 61B to Convert Forest Land - First Right of Refusal – Parcel 64 Lincoln Avenue, and 7.7

***Anderson moved to table the first right of refusals 7.4, 7.5 and 7.6 until the September 10<sup>th</sup> meeting.***

Mr. Scheid noted he has a meeting that day but suggested that John Motto could bring a map to tie the plans together for clarification.

***Husselbee seconded the motion on the floor and with a vote of all ayes the motion carried.***

**7.7 Approval of PILOT Agreements:**

***7.7.1 Happy Hollow Road Solar 1, LLC, Map 13 Lot 61-*** Mr. Scheid noted the fundamentals of this solar project are the same as the others he has presented. Hickey added that Mr. Scheid has worked with the developers and gotten numbers consistent with those seen in the PILOTs in July. The agreements will provide money over the next twenty years, escalating 2% annually, and will provide energy to the grid.

Anderson asked if this property would be looking at a 61B in the future to which Mr. Scheid replied it is possible. LaBrie then asked if it would cause damage to the project if the item was held until the next meeting to which Hickey replied no, and to please let him know if there are any questions prior to the next meeting to ensure all of the information needed can be collected. Hickey noted that the project will have to go in front of the Planning Board to get approvals for what is proposed. If the Planning Board doesn't approve the plans, the project will not move forward. However, the Conservation Commission's approval does not affect whether the project can move forward or not.

After further discussion, Hickey stated that the Board should get any questions to him regarding the project prior to the September 10<sup>th</sup> meeting so they can make a better informed decision.

***Anderson made a motion to table agenda items:***

***7.7.1 Happy Hollow Road Solar 1, LLC, Map 13 Lot 61 and***

***7.7.2 978 Solar Development, LLC, 135 Gardner Rd., Map 12, Lot 49  
to the September 10<sup>th</sup> meeting, seconded by Husselbee.***

Anderson asked if there could be sort of checklist that could be used for what PILOT agreements have been approved at Town Meeting to look at and have a snapshot as to where we are with each of the approvals as it can be confusing.

***With a vote of all ayes the motion carried.***

***7.7.2 978 Solar Development, LLC, 135 Gardner Rd., Map 12, Lot 49-*** Item passed over until meeting to be held September 10<sup>th</sup>.

Tina Santos came forward with her public comment. She requested that the Board hear her statement before responding or asking questions. Ms. Santos noted it had come to her attention that a complaint has been filed to the Board of Ethics regarding a Board member that did not live in town at the time of their nomination and election.

LaBrie stated that addressing an item such as this is not appropriate for the Public Comment section of the meeting. It is something that should be brought to the Board's attention and addressed as an agenda item.

Ms. Santos added that there was a Gardner address on a pet adoption form submitted by this selectperson, and wanted to add a few questions for the future meeting; when a person runs for a position, is further proof of residency requested? Ms. Santos also asked what happens if the person was found to not be a resident; would the nomination become null and void. Ms. Santos then stated that the Town has come far from where it was in the past, and thus far the Board has remained transparent.

Hickey noted that the next meeting will be held on September 10<sup>th</sup>. Information collected should be given to staff by September 5<sup>th</sup> to research and prepare a board packet for that meeting. Hickey then asked Ms. Santos where she got her information from. Ms. Santos responded that she did not want to say until she had a chance to talk to that person, and her complaint is that the Board needs to remain transparent and action needs to be taken if the allegation is found to be true.



LaBrie stated that it is a pretty serious allegation against whichever Board member being addressed. There needs to be time for this individual to pull information together. Any questions should be brought to the Town Manager's office within the next day or two.

Ms. Santos stated she is just the middle man. She fought on the Stand up for Toy Town Committee and does not want to go back to a time where no transparency was had. When this type of situation arises, people should be made aware.

LaBrie commented that this is just an allegation at this time. Information should be given to Mr. Hickey and he will be in touch with the individual. This item will go on the agenda of the September 10<sup>th</sup> meeting.

7.8 Request to Remove Shrubs around the Toy Town Horse- Hickey noted that included in the Board's packet is a letter from the Garden Club regarding the addition of curbing to one of the flowered areas at the property in front of Fidelity Co-Operative Bank. The bank is donating \$3,200 to the club for the addition of the curbs, leaving a balance of \$36 which will be covered by the Garden Club.

LaBrie mentioned the second letter provided for the Board regarding the removal of two large shrubs on either side of Clyde. Hickey noted that employees of the bank have found it to be a safety hazard. The shrubs would be replaced with something a little less dense.

*Husselbee moved to approve actions already taken;*

*Husselbee amended his motion to include the two large shrubs on either side of Clyde to be replaced by Fidelity Co-Operative Bank with less intrusive and dense shrubs. Motion seconded by Anderson. With a vote of all ayes, the motion carried.*

Cyganiewicz asked that perhaps a reminder can be sent to those who work on Town properties that any extensive projects should be brought to the Board's attention first. He also noted he appreciates everything the Garden Club does.

Anderson also noted how grateful she is for all of the work the Garden Club does.

## **8. OLD BUSINESS:**

8.1 Board of Selectmen's Policies and Procedures Final Review and Amendment- LaBrie asked if the Board wanted to hash this out at another meeting to which Husselbee replied he would love to just push through it as they have been working on it since May of 2016. LaBrie noted the two issues the Board is stuck on are boot drives and how to address an issue with a department head; what is the chain of command and how would the complaint be handled.

After brief discussion, the Board decided to schedule a special meeting to complete the Policies and Procedures review.

LaBrie stated the agenda item would be moved to September 17<sup>th</sup> for sole discussion of policies and procedures at 6:30PM.

## **9. TOWN MANAGER'S REPORT:**

### **1. Financial Updates-**

- a. The Town Accountant has begun the end of year reconciliation process in preparation of closing FY18. Nearly complete year end results will be presented at the Tri-Board meeting on August 23<sup>rd</sup>. I expect there to be enough Free Cash to pay off the deficit bond balance and repay the Stabilization Account if the Board wishes to.

Hickey added that the firm amount of free cash will be presented at the Tri-Board meeting. He believes that everyone will be pleased with the FY18 financial conditions. He is confident that the Town will be able to pay off the \$312,000 deficit balance and put money into the bond. Hickey also suggests that \$98,000 be paid back into the stabilization fund.

**2. Personnel Updates-**

- a. There are no personnel updates this week.

**3. Project Updates-**

- a. The Fire Department has received a \$1,000 grant to build a side by side sprinkler prop to show the incredible value of residential sprinklers. Captain Vaine wrote the application and will be spearheading the construction of the prop.

Hickey also noted that the Town was unable to attend a press conference last week as it was on the sea coast. The Town was awarded a recycling grant at this meeting; typically the Town does not get invited to these events and come out empty handed.

- b. The RFP for outsourcing the Wastewater Plant operations will be going out in the middle of September.

**4. Miscellaneous Updates –**

- a. The fire truck approved at the May 2017 Town Meeting will be delivered to the Town in early September.
- b. I have been working with the Town's health insurance consultant to discuss the options of providing employee and retiree health insurance after June 30, 2019. A meeting has been scheduled with the Insurance Advisory Committee on August 28<sup>th</sup> to discuss the available options.

Hickey added that preliminary numbers for health insurance plans make Winchendon, potentially, not very attractive for people to bid on. Options to address costs will be looked at going forward. If the Town does renew their plan, it will be for three years; otherwise the Town will be going out to bid.

- c. Tracy Murphy, Al Gallant, Geoff Newton and I are meeting with representatives from Brandywine on Tuesday, August 21<sup>st</sup> at my request. I asked for the meeting to discuss what the Brandywine group is planning for the property and the timeline they anticipate.

Hickey added that Brandywine has cancelled the meeting, and a copy of the email from them has been provided to each of the Board members late this afternoon. There are no meetings scheduled to discuss what the developer is proposing at this point. Hickey also noted he wanted to meet with Brandywine as he has been receiving a number of emails presuming a lot of things that Brandywine was seeking the Town's support on, as well as inaccurate information inadvertently posted on social media. Hickey wants to see what Brandywine's expectations are moving forward. He stated he is unsure of what the next step is.

Husselbee asked if there were any updates on the construction of Chestnut Street to which Hickey replied the construction is on schedule though paving has been pushed back due to an excessive amount of rain. Paving should take place in September, weather permitting. Husselbee added that the road is starting to look really nice.



Additionally, Hickey noted that the Town will be reconstructing and repaving Summer Street. Construction will primarily be funded by the Robinson-Broadhurst Foundation grant as part of the improvements being made to the Clark YMCA property. Also, Hickey stated he received a letter from the DOT identifying the issues with the Central Street project. It is a part of the review process. When new laws are formed the projects are looked into and areas of concern are discussed.

10. **MINUTES:**

10.1 Monday, July 2, 2018 EXECUTIVE SESSION

*Cyganiewicz moved to approve and hold the Executive Session minutes of Monday July 2, 2018, seconded by LaBrie. By a roll call vote of all ayes, the motion carried.*

10.2 Monday, July 30, 2018 EXECUTIVE SESSION

*Anderson moved to approve and hold the Executive Session minutes of Monday July 30, 2018, seconded by Husselbee. By a roll call vote of all ayes the motion carried.*

10.3 Tuesday, August 7, 2018 EXECUTIVE SESSION

*Cyganiewicz moved to approve and hold the Executive Session minutes of Tuesday August 6, 2018, seconded by Husselbee.*

*Cyganiewicz amended to approve the motion for minutes to August 7<sup>th</sup>. By a roll call vote of all ayes the motion carried.*

11. **COMMUNICATIONS:**

The next scheduled meetings are September 10<sup>th</sup> and 24<sup>th</sup>.

12. **AGENDA ITEMS:**

Hickey noted he will have the draft Fall Town Meeting Schedule on Wednesday. Additionally, he will have a memo from Bill Schlosstein regarding the end of year financial status.

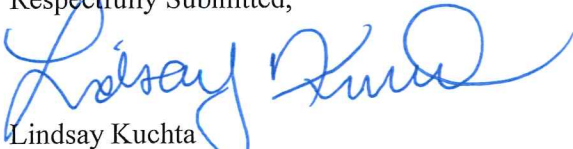
13. **EXECUTIVE SESSION:**

There was no executive session scheduled this evening.

14. **ADJOURNMENT:**

*Cyganiewicz made a motion to adjourn, seconded by Husselbee with a vote of all ayes the meeting adjourned at 9:10PM.*

Respectfully Submitted,

  
Lindsay Kuchta  
Recording Secretary

