



TOWN OF OLD SAYBROOK
Planning Commission

Executive Board
Robert J. McIntyre, Chairman
Kathleen R. Smith, Vice Chairman
H. Stuart Hanes, Secretary

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Members
Judith S. Gallicchio
Richard R. Tietjen

Alternate Members
Salvatore V. Aresco
Janis L. Esty
James S. Conroy

MINUTES
Wednesday, December 15, 2004 at 7:30 p.m.
Pasbeshauke Pavilion at Saybrook Point Park
155 College Street Extension

I. CALL TO ORDER

Chairman McIntyre called the regular meeting to order at 7:32 p.m.

II. ROLL CALL

Present

Robert McIntyre, Chairman
Kathleen Smith, Vice Chairman
H. Stuart Hanes, Secretary
Judith Gallicchio, Member
Richard Tietjen, Member
Janis Esty, Alternate Member

Absent

Salvatore Aresco, Alternate Member
James Conroy, Alternate Member

Also Present

Vicky Duffy, Parks and Recreation Department
Scott Giegerich, Parks and Recreation Commission
Kim McKeown, Recording Clerk

III. REGULAR BUSINESS

A. Meeting Minutes

1. Amendments to Minutes of November 17, 2004:

Item IV. A. (Page 4): Mr. Domenie [DELETE: through; ADD: **thought**] the information was inaccurate.

Item IV. A. (Page 6): The conventional plan doesn't [DELETE: duplication; ADD: **duplicate**] any of the open space plan.

Item IV. A. (Page 8, Under Judith Gallicchio's Statements): On the conventional subdivision plan there is supposed to be three access points [ADD: **on Ingham Hill Road,**] but only two are visible. To same paragraph, [ADD: **How could they be mitigated? If Ingham Hill Road were a complete access way, what impact would there likely be on nearby retille and amphibian life?**]

Item IV. A. (Page 8, Under Robert McIntyre’s Statements): [ADD: **Mr. McIntyre addressed the Connecticut Fund for the Environment with his first question.**][ADD: **Mr. McIntyre addressed the applicant with his second question.**]

MOTION to approve the meeting minutes of November 17, 2004 as amended; **MOVED** by H. S. Hanes; **SECONDED** by R. Tietjen; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

2. Amendments to Minutes of December 1, 2004:

Item II. (Page 1): Absent Members: Salvatore Aresco, [ADD: **Alternate Member**], James Conroy, [ADD: **Alternate Member**].

Item III. A. 2. (Page 2): Motion to amend the meeting minutes of November [DELETE: 12; ADD: **17**], 2004.]

Item III. C. 1. (Page 2): and incomplete [DELETE: storm drains; ADD: **snow clearing.**]

Item IV. A. (Page 3): reported to the Committee on the application to end the 360 sq.ft. stone walkway that runs along the front of [DELETE: 4; ADD: **2**] privately owned homes.

Item IV. A. (Page 7): Mr. Hanes requested clarification on the DEP letter and application regarding whether the area is considered water dependent [DELETE: for; ADD: **or**] not.

Item IV. B. (Page 9): Selectman Bill [DELETE: Pace; ADD: **Pease**]. In the same paragraph, The design allows for a single [ADD: **lane**] of traffic in either direction.

Item IV. B. (Page 10): Within the motion [DELETE: J. Gallicchio; ADD: **J. Esty**]

Item VII. (Page 10): Within the motion [DELETE: J. Gallicchio; ADD: **J. Esty**]

MOTION to approve the meeting minutes of December 1, 2004 as amended; **MOVED** by H. S. Hanes; **SECONDED** by K. Smith; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

3. Minutes of December 4, 2004:

MOTION to approve the meeting minutes of December 4, 2004; **MOVED** by H. S. Hanes; **SECONDED** by J. Gallicchio; **APPROVED** by R. McIntyre, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by K. Smith; **OPPOSED** by none.

4. Minutes of December 8, 2004 meeting will be reviewed and approved at the next regular meeting, scheduled for January 5, 2005.
5. Minutes of the December 11, 2004 meeting will be tabled until all three participating members are present so a quorum can be met.

B. Correspondence

- Cartogram bill for \$62.50
- Letter to Planning Commission from William Childress, Esq. Regarding Pashbeshauke Subdivision extension
- Letter to Eric Knapp, Esq. From William Childress, Esq. Regarding Pashbeshauke Subdivision maps
- Conservation Easement Statement
- Letter to Charles Evans, DEP from Richard Vicino regarding Saltaire Resubdivision
- Nathan L Jacobson & Associates, Inc. bill for \$234.45, scope of work: Bessoni Subdivision
- Nathan L. Jacobson & Associates, Inc. bill for \$164.94, scope of work: Bessoni Subdivision
- Nathan L. Jacobson & Associates, Inc. bill for \$617.81, scope of work: Road Endings
- Connecticut Federation of Planning and Zoning Agencies Quarterly Newsletter
- Coastal Site Plan

Motion to approve payment of the Cartogram bill for \$62.50 tabled to next regular meeting, scheduled for January 5, 2005.

MOTION to approve the extension by 90 days on the Pashabeshauke Subdivision as requested by the applicant; **MOVED** by H. S. Hanes; **SECONDED** by J. Gallicchio; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

Motion to approve the payment of the Nathan L Jacobson & Associates, Inc. bills for \$234.45 and \$164.94, for work complete regarding the Bessoni Subdivision, postponed as the amounts will be charged to the applicant.

MOTION to approve the payment of the Nathan L. Jacobson & Associates, Inc. bill for \$617.81, Invoice number 8224, dated December 1, 2004, for work complete regarding the Road Endings; **MOVED** by H. S. Hanes; **SECONDED** by K. Smith; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

C. Committee, Representative & Staff Reports

None

IV. PUBLIC HEARINGS

A. “Saltaire” Resubdivision – 2 Lots (1.25 ac.) & Open Space (0.16 ac.)

So. side of Billow Road / 100 ft W. of Pratt Road (Map 82 / Lots 1 & 2)

Residence A District, Coastal Mgmt. Zone

Applicant: Richard Vicino / David & Ruperta Foy Agent: Richard Tulisano, Esq.

Mr. Richard Vicino, 8 Billow Road, the applicant summarized the application request and reasons for the resubdivision. The land agreement, “Scenic Overlook & Access Easement”, signed by the applicant and the First Selectman of the Town of Old Saybrook, was submitted.

Mr. Richard Tulisano, Esq., representing the applicant, reviewed the land agreement, specifically paragraph 1b, which states that the walkway will be open from dusk to dawn. Reminded Commission of the number of violations of easement under the agreement. Submitted a letter to the Commission from himself into the record re-stating the applicant’s concerns, which are safety, liability, and easement enforcement. Presented the Commission with three alternatives regarding a decision on the application, to accept the application, to reject the application, or to accept the applicant’s proposal to exchange 390 sq ft closing the walkway for land to be added to the overlook area with Mr. Foy’s permission.

Mr. Robert McIntyre, Chairman, opened the Hearing to the Public for comment:

Mary Hanson, Old Saybrook Resident

Requested that the Commission not change the easement, as there is not a safety issue. The Commission will set a dangerous president if approve application. Every home in Town experiences a loss of privacy with onlookers walking down streets.

Mr. Robert McIntyre, Chairman, open the Hearing to the Commission Members:

Judy Gallicchio requested clarification from the applicant regarding: In considering the height of the embankment, clarify where the walkway connects to land owned by Cornfield Point Association. The Town owns Area C as identified on map by the applicant, which is the smallest portion of land. The area gets larger as move toward the Point, down walkway. Town has the smallest area to maintain shrubbery for view from the bench area. The view would be significantly reduced if the Commission decides to act on the applicant’s alternate plan, resulting in no public access to the easement area. Requested that the applicant explain part 1b of the “Scenic Overlook & Access Easement” agreement. Agreement is incorrectly worded and needs to be addressed. Clarify who is the Grantee and who is the Grantor.

Robert McIntyre, Judy Gallicchio and the applicant discussed the Town’s responsibility to maintain/cut the shrubs in Area C and the Cornfield Point Association’s responsibility to maintain property per ownership.

Mr. Vicino stated that the homeowners have maintained the bluff area, which must be cut 4 times a year. If shrubbery is planted along the homeowners' property line, than the applicant will not have a view and will not have a motivation to maintain the bluff area.

Mr. Tulisano stated that under the easement agreement, the Town my give access to the public between dusk and dawn daily. The Grantee is the Town, the Grantor is the Beach Association.

Robert McIntyre suggested that the working on the easement agreement is incorrect and needs to be corrected on document.

Kathleen Smith, reviewed the police reports, stating that 4 of the 7 were for trespassing in the evening. In 2002, there was 1 complaint; in 2003 there was 0 complaints; in 2004 there were 7 complaints. The Town appears to be concerned with safety and is on notice regarding issues as the police respond to calls.

Mr. Vicino stated that the walkway was officially opened in the spring of 2004. The applicant suggested that there are both wording difficulties in the agreement along with easement traffic difficulties, particularly regarding the wall and safety.

Richard Tietjen asked the applicant: Where does the applicant propose the walkway end? Who will enforce? Does the applicant feel public have satisfied curiosity regarding looking at the homes?

Mr. Vicino stated that the application requests that 90' of the walkway be removed, including the removal of the stone and a terminus be placed close to the benches, which are now being used for viewing since the walkway is temporarily closed. The applicant stated that this is a safety issue, not a curiosity issue.

Robert McIntyre clarified that the police enforce the area with the Town's authority. Also, the Commission has several options in considering the application: to approve, to deny, or to approve with modifications.

H.Stuart Hanes requested clarification from the applicant regarding the clearing of the brush; and the continuation of cutting the brush if a burm is established. Mr. Hanes submitted recent photos of the view from various locations along the walkway for the record.

Mr. Vicino stated that the applicant cut the brush back. Also, if a burm is established, there will be no incentive for the applicant to cut the brush in the future.

Mr. Tulisano summarized application stating that Ms. Gallicchio brought the application to a head regarding the wording of easement agreement, and the maintenance of the shrubbery.

MOTION to close the Public Hearing regarding the “Saltaire” Resubdivision; **MOVED** by H. S. Hanes; **SECONDED** by K. Smith; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

MOTION to continue review of the “Saltaire” Resubdivision application and to begin deliberation at the regular meeting scheduled for January 19, 2005; **MOVED** by J. Gallicchio; **SECONDED** by K. Smith; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

B. “Phillips” Resubdivision – 2 Lots (4.10 ac.) & Coastal Site Plan

N. & W. side of Otter Cove Drive / 1,200 ft. SE. of River Edge Road (Map 63 / Lot 58)
Residence AA-3 District, Coastal Management Zone
 Applicant: Ian Phillips, Owner Agent: Gary P. Sharpe, P.E.

Mr. Gary Sharp, P.E. of McDonald Sharp, submitted copies of the Public Notice with certified receipts for the record and revised plans, updated on 11/25/04. The plans demonstrate code compliance with the addition of a possible septic system on Lot #1 per Scott Martinson’s, Chief Sanitarian, Town of Old Saybrook, request. The plans coincide with the Town’s Zoning and Subdivision regulations. Also, under the application, there is no water dependent use on the site. Thus, the DEP’s concern with the replacement of water dependent uses under the Coastal Management Act does not apply to this application.

Robert McIntyre opened the Hearing to the Public for Comment:

Jeff Hause, 62 Otter Cove Drive, stated in opposition to the subdivision, which requires a waiver of the Open Space regulations. The lot cannot provide Open Space if it is subdivided. The lot is a sensitive area, as it is part of the coastal area zone and the Connecticut gateway zone. There is no need for the Commission to approve the application.

Dean McJesney, 8 Lorrel Way, concerns with Mr. Hause’s statement. Mr. McJesney does not want to see any waivers to Open Spaces.

Charles Berry, 12 Waters Point Road, stated that the district of Otter Cove used to be a 4 acre subdivision. The requirement has expired. However, the character and nature of Otter Cove should be kept. Although the property is not waterfront, it does have prime water views, with both proposed homes visible from the Connecticut River. There is no need for the division of the property, which would have a negative impact on the area.

Meg Cunningham, 25 Otter Cove Drive, stated that she is a new resident to Otter Cove. Chose area for beauty and open space. The property in the application is “to die for” with water views. If allow the density of Otter Cove to continue to increase, will not have river views.

Robert McIntyre closed the public portion of the hearing and opened hearing to Commission members:

Judy Gallicchio requested that the applicant's representative point out on the map the open space in Otter Cove that is adjacent to the property in the application; and explain the reason for the waiver of Open Space.

Mr. Sharpe pointed out the area on the map, stating that the area north of the applicant's property and along the river is owned by the Otter Cove Association and designated Open Space. The 4 acre minimum was self-imposed by the residents of Otter Cove. The self-imposed regulation has expired and now refers back to the Town regulations of 2 acre minimum. The property will not meet the criteria of Open Space as the regulations suggest either protection of natural resources or recreation. Under this criterion it is not possible to provide meaningful Open Space. As pointed out, there is a large Open Space area just north of the property. The Commission could request a Conservation Easement, which would be consistent with regulations and Open Space. Also, per Zoning regulations, nothing could be built within 50 ft of the tidal wetland area.

Kathleen Smith requested clarification on the Open Space area on the map, as well as the property owned by the applicant. Stated that there is a waterway through the property and the proposed home is close to the waterway. Requested for clarification on whether area is tidal wetlands or inland wetlands.

Mr. Sharpe pointed out the Open Space and property on map. The house on the map is proposal for schematic purposes only. The individual who will build on the property will need to present a site plan. Mr. Snarski reported that there are no inland wetlands on the property.

Robert McIntyre requested clarification on the Zoning regulations and asked about ways to prevent future property owners from putting a lawn to the edge of the tidal wetlands other than the conservation easement previously mentioned.

Mr. Sharpe clarified that according to Zoning regulations, a structure can't be built within 50 ft of the tidal wetlands. Under the Open Space regulations, the Town can impose an easement require the conservation of open space along the tidal wetlands or accept a fee for the use of the open space.

Richard Tietjen requested clarification on the map regarding wetlands and a creek as well as the status of the Otter Cove Association regulations.

Mr. Sharpe pointed out the creek on the map and clarified that no wetlands exist on the property in the application. The Otter Cove Association regulations lapsed several years ago.

H. Stuart Hanes requested clarification on the status of the old coral and whether the stream could be used for recreational purposes.

Mr. Sharpe stated that the coral area is overgrown and that the stream cannot be used for recreational uses.

The public clarified that the DEP is currently eradicating the area of fragmities.

Jeff Hause, 62 Otter Cove Road, expressed that the purpose of the Open Space regulations is for environmental protection. The lot in the application is a sensitive area for birds. The open space adjacent to the property is part of the original subdivision.

Tom Bolland, Otter Cove stated that the Open Space regulations are aggressive in stating objective of protecting open land for the Town. There is not need to grant the application the exception requested.

Kathleen Smith questioned the applicant’s representative about a current buyer for the lot and expressed concern about the detail in the depiction of the proposed house.

Mr. Sharpe stated that he had no idea if there was currently a buyer for the lot. According to Town regulations, a buyer cannot be solicited until the lot is subdivided. The drawing of the proposed home is detailed per Town regulation requirements, in order to demonstrated that the lot could support a home with a septic system. There are no restrictions on the property for subdivision. The application for resubdivision coincides with Zoning and Subdivision regulations. Propose grant approval for open space waiver with condition of conservation easement of 50 ft buffer to tidal wetlands or posting of fee in lue of open space.

MOTION to close the Public Hearing regarding the “Phillips” Resubdivision; **MOVED** by H. S. Hanes; **SECONDED** by J. Gallicchio; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

Commission members requested an opportunity to drive by the site before deliberations.

MOTION to continue review of the “Phillips” Resubdivision application and to begin deliberation at the regular meeting scheduled for January 19, 2005; **MOVED** by J. Gallicchio; **SECONDED** by H.S. Hanes; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

V. NEW BUSINESS

- A. “Kavanaugh Spray Park” Municipal Improvement (5.8 ac.) & Coastal Site Plan**
 Trask Road (Map 21 / Lot 73), “Saybrook Acres” Neighborhood
Residence A District, Coastal Management Zone
 Applicant: Parks & Recreation Commission Agent: Barbara Guenther, Chairman

Vicki Duffy with the Parks and Recreation Department, Town of Old Saybrook, presented to the Commission a proposal for splash pad to be added to Kavanaugh Park near the playground. The splash pads will go on intermittently as programmed into the computer. The pad is brushed concrete, with grass and rock surrounding the pad. The area is handicap accessible. Ms. Duffy presented a survey of the lot pointing out the playground, ball courts, restrooms and projected location of the 47 ft by 17 ft splash pad, which is currently just open space at the park.

Judy Gallicchio raised questions about the pipes and surface of the pad.

Ms. Duffy stated that there are no pipes above ground and the pad is flush with the ground.

H.Stuart Hanes had questions about how the pad is activated.

Ms. Duffy explained that the splash pad is computerized and programmed to go off how and when the Park and Recreation Department wishes. The splash pad will run 7 days a week from 10 am to 3 pm or 10:30 am to 2:30 pm, which are the non-peak hours the park is used. The computer will be programmed to run all 7 days during the hours the pad is open. The pad will also have a water meter to monitor the amount of water that runs off into the stone border. The splash pad has been approved by the DEP as long as less than 500 gallons of water run off the pad.

Kathleen Smith and Robert McIntyre raised concerns about safety, wondering why there is only one bollard. They imagined kids running from one water spot to another.

H.Stuart Hanes raised questions about a fence around the area.

Scott Giegerich, Parks and Recreation Commissioner, stated that there is a buffer zone between the splash pad and the road.

Ms. Duffy added that there would not be a fence as one is not needed.

Judy Gallicchio wondered why there was going to be a time limit that the water would run.

Ms. Duffy stated that the run off from the spray pad must be less than 500 gallons per the DEP, which is why the time will be limited and the pad will have a water meter. Also, the park is used more in the morning and late afternoons for other activities. Money was left to the Town for a pool. This is a water related alternative to a pool. Also, the Rotary Club has given the Town \$10,000, which will also be used towards the splash pad.

H.Stuart Hanes had questions about the timer, controlling the time of day the water will spray as well as how and when water will spray.

Ms. Duffy stated that the timer will control the on and off of the spray pad, from 10 am to 3 pm, as well as how the water will spray out of the pad.

The Commission found the proposal to be consistent with the Plan of Conservation & Development for the Town of Old Saybrook:

Conservation & Open Spaces

Goals:

Provide additional active recreational facilities and opportunities where needed.

Policies:

Town Park Expansion

Continue to expand the boundaries of the Town Park off Schoolhouse Road where and when possible and appropriate, to include important nearby natural areas and to create new hiking trails for education and recreational purposes, as well as new active recreational opportunities where feasible.

MOTION to approve the “Kavanaugh Spray Park” Municipal Improvement as a proposal consistent with the Plan of Conservation & Development; **MOVED** by H.S. Hanes; **SECONDED** by J. Gallicchio; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

MOTION to approve the “Kavanaugh Spray Park” Municipal Improvement as a proposal consistent with all applicable regulatory acts regarding a Coastal Management Zone; **MOVED** by J. Gallicchio; **SECONDED** by K. Smith; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

B. “Cricket Court / Maple Avenue Ball field” Municipal Improvement (1.73 ac.) & Coastal Site Plan

Maple Avenue (Map 16 / Lot 23), “Modern Homes” Neighborhood
Residence AA-2 District, Coastal Management Zone

Applicant: Parks & Recreation Commission Agent: Steve Murphy, Member

Scott Giegerich, Parks and Recreation Commissioner, submitted a letter to Christine Nelson, Town Planner, Town of Old Saybrook describing the project. The Land Acquisition Commission identified 1.3 acres of Town property that it is interested in developing. Small piece of land with a long road in off Maple Ave. to a rectangular open area. The Parks and Recreation Department would like to cut down the brush and put in a green grass fields for use by 4-6 year olds, approximately 35 kids per hour, on Saturdays from 11 am to 1 pm. For recreational activities, such as soccer. The development of the fields would free up fields at the elementary school and add value to the areas. The park would be open for public use and would operate from dawn to dusk. Mr. Giegerich presented a drafted map of the proposed park. There would be no cut out areas or dirt areas, grass only. An open space would be used for the placement of a shed to store equipment and a port-a-potty. Twenty parking spaces would be designated with 1-2 marked for handicap use. Using the map, Mr. Giegerich pointed out the homes surrounding the area and described access to the lot off Maple Ave and Cricket Court.

Robert McIntyre wondered when the public would be notified of the park and raised concerns about the number of parking spaces.

Mr. Giegerich stated that he mentioned to the neighbors adjacent to the proposed park that the Town is considering a park for the lot. Some homeowners don’t like the idea, but they may not like anything on the lot. The number of parking spaces is based on a

formula the Town Planner presented using the target audience and number of kids per hour. There will only be planned activities for 4-6 year olds on Saturdays for 2 hours.

Judy Gallicchio questioned whether the public could use the park.

Mr. Giegerich stated that as a Town Park, the park would be open to the public from dawn to dusk, unless the Park and Recreation Dept have an event scheduled.

H.Stuart Hanes raised questions regarding who clears the walkway off Cricket Court and if balls may go into the yards of the neighbors once the woods are cut down.

Mr. Giegerich stated that the neighbors adjacent to the walkway currently mow the walkway. There will be a 20 ft buffer between the fields and the property lines.

Judy Gallicchio asked about permanent markers to identify Town property, showing the kids where private property begins and the neighbors where the Town property begins.

Mr. Giegerich stated that the Dept might approach Walmart to donate trees to depict Town property. The walkway is the most sensitive spot.

Robert McIntyre stated that the permanent markers give definition to Town property. Encouraged the Park and Recreation Department to ensure the direct access walkway is open and to post signs at the access points off Cricket Court and Maple Ave.

Vicky Duffy stated that the proposed name of the park is Maple Ave. Playfield.

The Commission found the proposal to be consistent with the Plan of Conservation & Development for the Town of Old Saybrook with the following recommendations:

Recommendations:

Permanent boundary markers are used to delineate public from private property, including access point easements.

Signage is added to each entrance, the pedestrian easement off Cricket Court and the access off Maple Ave., of the park.

Conservation & Open Spaces

Goals:

Provide additional active recreational facilities and opportunities where needed.

MOTION to approve the “Cricket Court / Maple Ave Ball field” Municipal Improvement with the fore listed recommendations as a proposal consistent with the Plan of Conservation & Development; **MOVED** by H.S. Hanes; **SECONDED** by K. Smith; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

VI. OLD BUSINESS

A. “Economic Development” Section of the Plan of Conservation & Development

Petitioner: Economic Development Commission Representative: Jim Keating, Chairman

MOTION to table the finalizing and adoption of the “Economic Development” Section of the Plan of Conservation & Development to the regular meeting, scheduled for January 19, 2004; **MOVED** by H.S. Hanes; **SECONDED** by K. Smith; **APPROVED** by R. McIntyre, K. Smith, H. S. Hanes, J. Gallicchio, R. Tietjen; **ABSTAINED** by none; **OPPOSED** by none.

VII. ADJOURNMENT

MOTION to adjourn the meeting at 10:17 p.m. until the next regular meeting, scheduled for January 5, 2005 at 7:30 p.m. at the Middle School Auditorium, 60 Sheffield Street; **MOVED** by H.S. Hanes; **SECONDED** by K. Smith; **APPROVED** R. McIntyre, K. Smith, S. Hanes, J. Gallicchio, J. Esty; **ABSTAINED** by none; **OPPOSED** by none.

Respectfully Submitted,

Kim McKeown, Recording Clerk