

**Wolfeboro Board of Selectmen
Meeting minutes
Unapproved
November 3, 2010**

Members present: Chairman Linda Murray, Vice-Chairman Sarah Silk, Chuck Storm, Marge Webster and Dave Senecal.

Staff present: Town Manager David W. Owen, Planning and Development Director Rob Houseman, Finance Director Pete Chamberlin, Director of Public Works Dave Ford, Police Chief Stu Chase, Police Lieutenant Dean Rondeau, Highway Foreman Doug Lemery and Recording Secretary Amelia Capone-Muccio

Chairman Murray called the meeting to order at 6:30 PM in the Wolfeboro Public Library.

Non-Public Session RSA 91-A: 3II

Mr. Owen stated a non-public session is needed to discuss litigation.

Consideration of Minutes

➤ **October 20, 2010**

Ms. Silk amended page seven, the first paragraph to change "Bradley's Hardware" to "True Value Hardware" and added 110 in front of the word packets in the same sentence.

Member Marge Webster moved the Wolfeboro Board of Selectmen accept the minutes of October 20, 2010 as amended. Sarah Silk seconded. Members voted and being none opposed the motion passed.

➤ **October 21, 2010**

Chairman Murray made the following amendments:

- Page one, the last paragraph from the bottom to change the sentence to read, "*Chairman Murray stated she supports only a 1% increase in salaries, not a .25 cent per hour increase*".
- Page two, the sixth paragraph from the bottom to change "rather only see" to "supports only".
- Page four, the second paragraph from the bottom, the eighth sentence to change the word "*They*" to "*The Board of Selectmen*".
- Page five, the third paragraph to read as follows, "*Mr. Bickford questioned if the Board had been provided with the documents. He stated he had not seen the documents and that he requested to receive all documents prior to this hearing*".

Member Sarah Silk moved the Wolfeboro Board of Selectmen accept the minutes of October 21, 2010 as amended. Marge Webster seconded. Members voted and being none opposed, the motion passed.

➤ **October 25, 2010**

Ms. Silk requested to table the acceptance of these minutes as the hard copy was not included in the packet.

Member Sarah Silk moved the Wolfeboro Board of Selectmen table the acceptance of the minutes of October 25, 2010. Marge Webster seconded. Members voted and being none opposed, the motion passed.

➤ **October 26, 2010**

Member Marge Webster moved the Wolfeboro Board of Selectmen accept of the minutes of October 26, 2010 as written. Sarah Silk seconded. Members voted and being none opposed, the motion passed.

Announcement

Chairman Murray stated she would like to provide a summary of the Board of Selectmen's decision for the Thomas Bickford appeal of termination. On Thursday, October 21, 2010 the Board of Selectmen held a public meeting on Thomas Bickford's appeal of the Town Manager's decision to uphold the Fire Chief's recommendation to terminate Thomas Bickford's employment as an on call firefighter. The Board ruled Mr. Bickford was an at will employee based on his signed employment application. The Board found that neither the Town Manager nor the Fire Chief retaliated against Mr. Bickford for bringing matters of public concern to the attention of two Selectmen. The Town Manager did not exceed his authority when he determined that Mr. Bickford's employment should be terminated as an at will employee. The Board did not find it was an act of insubordination to act as a private citizen and address matters of concern to the Selectmen as a group or individually. The Board concluded that attending the New Durham fire in his turn out jacket was a serious error, but not insubordination and does not require termination. The Board is dubious of Mr. Bickford's assertion that he did not know that it was improper of him to report to the Fire Station without first being called to do so and without other authorization. However, it is possible that he did so in good faith and not as an act of insubordination. The Board concluded that termination was not warranted at this time, but there are troubling aspects of this matter. The Board has observed Mr. Bickford's signs of a disquieting lack of disrespect for Chief Morrill. Mr. Bickford feels strongly for the recruitment of on call fire fighters and is free to make his passion known as a private citizen. In the future if he disrespectful to Chief Morrill and acts to undercut his authority, he is in the wrong and such actions may result in termination of his employment. The Board instructs Mr. Bickford that he does not have the right to self deploy. Chief Morrill, not Mr. Bickford, directs the operation of the Fire Department and as part of that authority the Chief decides who shall deploy and when. Mr. Bickford can not have it both ways, he can not be an on-call fire fighter and act as and independent agent without first getting permission of his supervisor. Mr. Bickford is to be restored to his former position and remain on call. A copy of the Board of Selectmen's decision will be placed in Mr. Bickford's personnel file and will serve as notice that further conduct inconsistent with the Board's decision will result in further discipline, including and not limited to termination of his employment. If anyone would like a copy of the full Board of Selectmen's decision, please contact the Town Manager's office.

Public Input

Dick Hamilton of 10 Eagle Trace joined the Board and stated that there is an upsetting Zoning issue going on and if such should come to pass it would shred the Zoning Ordinance and the Master Plan.

Josephine Amatucci joined the Board and stated that she will be proposing an idea to build a new town hall on the Ida Glidden property adjacent to the Wolfeboro Public Library and since her item is listed at the end of the agenda, she wanted to provide that cost estimate for the public's knowledge now. She stated her idea is proposed to cost \$1.4 million dollars with a 10% contingency for cost overruns. She feels this is a more economic price than the proposal for Brewster Memorial Hall.

Thomas Bickford joined the Board for discussion and thanked the Board for overturning his termination. He stated he is bothered by the word dubious chosen in the decision and takes offense to such. He explained in his review of the tape Chief Morrill stated he did not violate policy and noted that he can not be directed anywhere until he deploys to a location, as the on call firefighters do not have walkie talkies. He stated that he promises to operate within the policies.

Fred Stephens of Forest Road stated he had previously served on the Town Hall Options Committee and he feels that this is the right time for the town to upgrade Brewster Memorial Hall. He feels that a sensible price tag has been proposed to provide a safe working environment of the employees and meet the ADA requirements. He stated this building signifies Wolfeboro and he supports the proposal.

Public Hearing

➤ Acceptance of Gifts and Grants

Accept the Gift of architectural plans for Brewster Memorial Hall from the Friends of Town Hall.

Chairman Murray opened the public hearing and read the posted notice.

Joyce Davis, Chair of the Friends of Town Hall, joined the Board and provided a brief summary of the process in which the Friends worked with Newport Collaborative Architects to revise the McGinley Kalsow & Associates' plans and worked towards the conceptual plans that the Friends of Town Hall respectfully request the Board to accept. She introduced Holly Grosvenor of Newport Collaborative Architects to present a summary of the plans.

Holly Grosvenor joined the Board for discussion and provided a brief history of her education and background as an architect. She explained that Newport Collaborative Architects does a lot of restoration and rehab projects for similar buildings. She stated that Brewster Memorial Hall was built of quality materials and with restoration could last another hundred years. She provided a PowerPoint presentation summarizing the proposed restoration of Brewster Memorial Hall. *(See attached PowerPoint #1)*

Chairman Murray opened the public hearing to public comment.

Mimi Dye stated that Brewster Memorial Hall is a signature building in Wolfeboro and it always has been. She would like to see it continue as such and supports the proposal.

Gary Baker stated his top ten reasons for supporting the proposal as follows; 10) precious gift to the town, 9) beautiful historic building, 8) most recognized building in downtown, 7) there is a dire need to have a safe environment for the employees and public, 6) most accessible location to downtown, 5) is supported by more Wolfeboro voters than any other project, 4) already have spent \$500,000 on the project, 3) proposed at a considerably less cost than the original proposal, 2) if the town does not support this proposal this time, the building would continue on as embarrassment. This is the best time to accept this proposal and 1) no other locations have surfaced as a better location. He supports the proposal.

Paula Garvey stated that accepting this gift would be a perfect gift for Wolfeboro's 250th Anniversary.

Bob Smart stated that he has 40 years of background in the facilities business and is very pleased with the direction of this facility. He stated he was a member of the Town Hall Options Committee and they determined that this was

the best location for Town Hall and all other options were ruled out. He explained that recycling this old building and upgrading it with state of the art energy efficiency is the best solution. He supports the proposal.

Mike Cooper provided a brief history of how the town acquired Brewster Memorial Hall and its intent to be used for Town Hall and the overwhelming support of the 2004 Warrant Article to acquire the building for such use.

Bob Lemaire stated that, although he appreciates the Friends of Town Hall's passion for the project, he feels the actual costs need to be put out up front to gain support of the voters. He summarized the last year of the proposal starting with an original promise of the Friends not to exceed \$3.5 million dollars, with a now proposed cost of \$ 4 million dollars, not including the soft costs, making the project approximately a \$ 5 million dollar project. He stated the survey done by UNH showed that the people did not want to spend big money on this project. He stated he is not against this project, but wants them to tell the whole truth.

Josephine Amatucci stated that she feels the proposal for the first floor is beautiful, but would like them to consider her idea of not using the second floor. She questioned the parking lot and the number of handicap spaces needed.

Mr. Senecal replied one in front and two out back as required.

Ms. Amatucci questioned the number of spaces for the school.

Chairman Murray replied that parking lot is owned by the town and the Board has not discussed how they would handle the parking used by the school at this point.

Ms. Amatucci stated that stick-built buildings, if maintained, can last just as long and referred to the Paul Revere House in the North End as an example.

Allan Kasiwicz stated he attended the Board's October 6, 2010 meeting in which John Grosvenor presented the proposal to the Board with a cost of \$ 3.9 million dollars, not including soft costs. He questions the variation in estimates. He feels the Friends of Town Hall have failed the direction of the Board of Selectmen to sticking to a cost of \$ 3.5 million dollars. He explained based on a comparison of the original McGinley Kalsow & Assoc. plans, this estimate is a 50% drop in cost, which doesn't make sense. He thinks the design is great, but a \$ 5 million dollar price tag in these economic conditions is too much and that the Friends of Town Hall should seek a benefactor funding and grants to bring the project back to the \$ 3.5 million dollar range.

Roger Murray member of the Friends of Town Hall provided the Board with a more up to date estimate of \$ 3,984,956.00. He explained this is a construction management project just like the High School project.

Dick Hamilton stated he is favor of accepting the plans proposed and he also sat on the Town Hall Options Committee and that it is an iconic building. He stated that it is a perfect building for the purpose it serves; they have not found any other viable purpose for the building.

Bill Swaffield stated that as a life long resident of this town, this building has always been a part of it. He stated now is the time to renovate this building and supports the project.

Blair Moffet stated he lives in one of the original homes on North Main Street and has a background in finance. He stated the town needs to be good stewards of our money and do the right thing; Brewster Memorial Hall is the right place to spend our money.

Martha Trepanier stated she has been following the work of the Friends of Town Hall and feels the town should accept this wonderful gift. She stated that the community is special and would support this project, even at \$ 5 million dollars.

Peter Goodwin stated he supports this project for our children to have a longer lasting building for another hundred years.

Curt Goldner stated the town should accept the plans because the Town Hall should be in the center of town. He stated this beautiful building makes the town special.

Mimi Dye stated she would like to see the bell kept as well.

Being no others to speak for or against the request, Chairman Murray closed the public hearing.

Chuck Storm stated he supports the proposal. He is pleased with Mr. Grosvenor and CCI's presentation and feels the project can be done economically and will require little maintenance for the future.

Marge Webster stated she appreciates the work done and all the comments, but she is disappointed they do not have two cost estimates. She also is not comfortable with the price estimate.

Roger Murray stated the cost estimate was updated on October 25, 2010 due to some missing information from CCI.

Mr. Senecal noted that it is quite a change in the price.

Holly Grosvenor stated the biggest change was due to the reduction in the steel needed.

Ms. Webster expressed her concern of reducing the cost in less than 30 days. She agrees with the points made of being truthful to the voters. She stated she is not comfortable with one construction estimate, not bidding the project and that the plans are not stamped. She also would like to see a figure for the soft costs, including the asbestos removal.

Roger Murray replied the estimate used for asbestos removal was from the original plan at \$ 13,000.

Sarah Silk stated she feels they should accept the plans and the Friends did what they were charged to do.

Mr. Senecal questioned if they own the plans or do they have any ties to Newport Collaborative Architects.

Chairman Murray replied as she understands it they would be property of the town.

Holly Grosvenor replied that the plans are for pricing purposes only; they are not construction plans and should not be construed as such.

Mr. Senecal stated he is looking for clarity on how the town could use the plans or would they be tied to Newport Collaborative Architects.

Ms. Webster questioned if they could be used for other architects to bid on.

Holly Grosvner replied that she is not positive; she would need to check with the firm.

Mr. Senecal expressed his concerns that there are other costs not included and what they can do with the plans. He questioned the sealing of the floors in the basement.

Holly Grosvenor replied the estimate is a moving target, but has discussed such with the contractor and the ventilation for the basement is included in the mechanical figure.

Chairman Murray stated that she is a believer in public/private partnerships like the Nick and the Pathways Committee. She commended the Friends for taking the lead on this project and consulting with the staff to provide recommendations for repairs and willingness to partner with the taxpayers on this project.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to accept the gift of architectural plans for the Brewster Memorial Hall with a value of approximately \$ 45,000 to date from the Friends of Town Hall. Chuck Storm seconded. Members voted, Marge Webster-opposed and all others in favor, the motion passed.

Accept a grant from the U.S. Department of Justice, Office of Community Orientated Policing Services (COPS) in the amount of \$ 256, 884 to fund one police officer position over 3 years.

Chairman Murray opened the public hearing and read the posted notice.

Chief Chase joined the Board for discussion and stated the town has the opportunity to accept this grant to fund a police officer for three years with the condition the town would fund the position the fourth year. He provided the Board with statistics showing the increase in the patrol officer's investigation cases, which takes away from their patrol duties. He explained he would be moving an officer from within the Department to a Detective Position and hire an entry level officer to backfill the slot. He explained that this is a great opportunity for the town.

Wolfeboro Police Commission Chairman Curtis A. Pike joined the Board and stated the Wolfeboro Police Commission supports this proposal and have discussed adding to the Department, but haven't in light of the economic times. He agrees with the Chief and the need for the officer, with the hopes of a better economy in the future.

Peter Llewellyn stated he is a Police Officer for Barnstead and commended Wolfeboro Police Department's reputation and their dedication to long hours to get the job done.

Constance Fuller supports this grant as a Detective would take the burden from the Patrol Officers.

Being no others to speak for or against the grant, Chairman Murray closed the public hearing.

Mr. Senecal questioned if the overtime would decrease.

Chief Chase replied he can not guarantee such, but pointed out overtime on investigations cost \$ 9,000 last year.

Ms. Webster noted that overtime is used for other items as well.

Ms. Silk agreed they use it for vacation coverage. She stated that she agrees prescription drug use is an epidemic and what ever they can do to help is an asset to the community.

Chairman Murray stated she supports this as well as they have seen an increase in drugs and even a murder in the community.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to accept a grant from the U.S Department of Justice, Office of Community Orientated Policing (COPS) in the amount of \$ 256, 884 to fund one police officer position for three years. Marge Webster seconded. Members voted and being none opposed, the motion passed.

➤ ***Temporary Event Permits***

Hospital Aid Association, Inc. to hold Holiday Fundraiser events on November 5-6, November 12-13, November 20, December 3-4, December 10-11, and December 17-18, 2010 from 10:00-2:00 PM at 65 Pine Hill Road.

Sarah Silk stepped down from discussion and vote.

Chairman Murray opened the public hearing.

Sarah Silk joined the Board for discussion and presented the request for a permit to hold the holiday fundraiser same as in years past.

Being no others to speak for or against the request, Chairman Murray closed the public hearing.

Chairman Murray noted the comments on the permit request filled out by the Department Heads.

Member Marge Webster moved the Wolfeboro Board of Selectmen to approve the Temporary Event Permit for Hospital Aid Association, Inc. to hold Holiday Fundraiser events on November 5-6, November 12-13, November 20, December 3-4, December 10-11, and December 17-18, 2010 from 10:00-2:00 PM at 65 Pine Hill Road. Chuck Storm seconded. Members voted, Sarah Silk-abstained and being none opposed, the motion passed.

Bulk Vote

1. Notices of Intent to Cut Wood or Timber

- | | |
|------------------|----------------------|
| I. Burwell Road | Tax Map 123, Lot 2 |
| II. College Road | Tax Map 101 Lot 11-0 |

2. Raffle Permit for Wolfeboro Lions Club

Ms. Silk stated she would like to remove College Road Tap Map 101, Lot 11-0 from the Bulk Vote and vote on it separately.

Member Marge Webster moved the Wolfeboro Board of Selectmen to remove the Notice of Intent to Cut Wood or Timber, College Road, Tax Map 101, Lot 11-0 from the Bulk Vote. Chuck Storm seconded. Members voted and being none opposed the motion passed.

Member Marge Webster moved the Wolfeboro Board of Selectmen accept the bulk vote as submitted, excluding the removed item above. Sarah Silk seconded. Members voted and being none opposed the motion passed.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to approve the Notice of Intent to Cut Wood or Timber, College Road, Tax Map 101, Lot 11-0. Marge Webster seconded. Members voted, Sarah Silk- abstained and being none opposed the motion passed.

New Business

A. First Amendment to Conservation Easement Deed

RE: Eastern Lakes Region Housing Coalition, Inc.

Mr. Owen stated the document was previously approved by the Board, but there is a proposed amendment to correct some minor items, such as the name.

Member Marge Webster moved the Wolfeboro Board of Selectmen to approve and sign the First Amendment to the Conservation Easement Deed from the Eastern Lakes Region Housing Coalition, Inc. Sarah Silk seconded. Members voted and being none opposed the motion passed.

B. Quitclaim Deeds Water & Sewer Easements

Mr. Owen stated a request was made for easements on the property next to the Public Safety Building and he received comment from the Town Attorney advising the Board can grant the Sewer Easement, but would need to grant the Water Easement pursuant to RSA 41-14a, which includes sending the proposal to the Planning Board and Conservation Commission for review and comment and to schedule two public hearings, with the third meeting being the granting of the easement. He noted all this is after the fact.

Member Marge Webster moved the Wolfeboro Board of Selectmen approve and sign the granting of a sewer easement from Michael J. O'Connell, Trustee of the Michael J. O'Connell Revocable Trust of 2009, of 8 Old French Mill Road, Barrington, NH. Sarah Silk seconded. Members voted and being none opposed the motion passed.

C. Amending the No Smoking Policy

Doug Lemery joined the Board for discussion and stated he would like to propose amending the policy to allow the supervisor to designate a temporary smoking area during break time on projects out of the downtown area in order to keep them from having to leave a project and drive back to town for their break.

Ms. Webster stated she would be agreeable to such and that she is mainly looking for employees to not smoke in public in the downtown core and not in the vehicles to be fair to those who don't smoke.

Chairman Murray is agreeable to this amendment and provided language of such to amend the policy.

Member Linda Murray moved the Wolfeboro Board of Selectmen approve the following amendment to the Town's "No Smoking Policy"; "...with the exceptions of (1)outdoor designated smoking areas that may be established by Department Heads to accommodate Town employees who wish to smoke on designated breaks and (2) when a Town crew is on a remote job site (out of the village core), the supervisor can designate a temporary smoking area, which is away from the road and out of site of the motorists as much

as possible, only to be used during designated breaks and lunch time, and the supervisor will be responsible for assuring no butts are left behind. Marge Webster seconded. Members voted and being none opposed the motion passed.

D. Capital Projects Status Report

Dave Ford joined the Board and reviewed the Capital Projects Update Report dated October 29, 2010. (See attached #2)

E. 2011 Operating Budget

Mr. Chamberlin joined the Board and stated he made some revisions based on new figures from the Parks and Recreation Director for an operating budget of \$ 25,611,112.00.

Member Marge Webster moved the Wolfeboro Board of Selectmen approve the proposed Town Operating Budget for 2011 in the amount of \$ 25, 611,112.00 and to transmit such budget to the Budget Committee for their consideration. Sarah Silk seconded. Members voted and being none opposed the motion passed.

F. Revised Welfare Guidelines

Mr. Owen provided the Board with revised Welfare Guidelines based on the Board's recommendations and he provided a checklist to be included on the front of the forms portion of the packet to be completed by the Welfare Director.

Chairman Murray questioned the language for page 15 regarding automobile ownership.

Mr. Owen stated Town Counsel recommends the Board setting a suggested value.

Member Sarah Silk moved the Wolfeboro Board of Selectmen determine that any vehicle valued over and above the blue book value of \$ 15,000 to be considered a luxury vehicle. Chuck Storm seconded. Members voted and being none opposed the motion passed.

Member Marge Webster moved the Wolfeboro Board of Selectmen approve and sign the revised Welfare Guidelines as amended on November 3, 2010, including the checklist. Sarah Silk seconded. Members voted and being none opposed the motion passed.

G. Set the date for the Deliberative Session

Mr. Owen stated the Town Clerk has submitted the suggested date and snow date for the 2011 Deliberative Session.

Member Marge Webster moved the Wolfeboro Board of Selectmen to set the 2011 Deliberative Session for February 8, 2011 at 7 PM and a snow date of February 10, 2011. Chuck Storm seconded. Members voted and being none opposed the motion passed.

H. Cover of the Town Report Session

The Board discussed the ideas for the cover of the 2011 Town Report including having a picture in reference to the 250th Anniversary, Dockside improvements and Railroad Station improvements. The Board directed the Town Manager to find out if they could put pictures on the back of the report.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to put the 250th Anniversary photo (from the closing reception poster for the 250th Anniversary flyer) on the front of the report and a photo of the Dockside and Railroad Station improvements on the back. Chuck Storm seconded. Members voted and being none opposed the motion passed.

I. Josephine Amatucci alternative plan for Town Hall

Ms. Amatucci joined the Board for discussion and stated she would appreciate if the Granite State News would report her idea in the paper as well. She summarized her proposal as continuing to use the first floor of Brewster Memorial Hall for some town offices and to rent the additional space. She suggests moving the rest of the town offices to a new building to be built on the Ida Glidden property adjacent to the Library, which is owned by the town. She proposes this to cost the town \$ 1,403,060.89. She feels this lower cost would appeal to the voters as most of the community is affected by the economy. She stated that she feels the Friends proposal is beautiful idea, but the community is not ready to spend that kind of money. She questioned if the town could rent out space in Brewster Memorial Hall.

Mr. Owen replied they could not without meeting life safety codes.

Mr. Senecal pointed out that each space rented would require an ADA restroom.

Mr. Owen pointed out the Ida Glidden property was purchased by the Library Trustees and includes deed restrictions.

Ms. Amatucci replied she discussed such with an attorney and he advised it is town owned property, with no exclusive restrictions.

Chairman Murray stated the Board understands that land is restricted to the expansion of the Library and that she does not feel it is in the best interest of the town to take that land from the Library.

Ms. Amatucci stated she feels she has a good idea and was thankful for the clarity.

Chairman Murray stated they appreciate all the work she put into her idea.

Town Manager's Report

Mr. Owen stated the following:

- He and the Finance Director met with the Department of Revenue Administration regarding setting the tax rate in which they applied \$ 1,078,000 of surplus to offset the rate and the new rate is \$ 11.04, up from \$ 10.61 per thousand.
- He expects the ADA improvement ramps at Town Hall to be completed by Friday or at the latest Monday.
- Negotiations with the Collective Bargaining Units are progressing well.
- The Town is in the process of hiring two call fire fighters.

Committee Reports

Ms. Silk stated the following:

- She attended the 100th Celebration planning for the Libby Museum scheduled for 2012.
- She and Chairman Murray met with the Town Manager and several Department Heads to discuss the issues and ideas for dealing with the town's radio dead spots.

Chairman Murray reported the 250th Anniversary Committee has scheduled the closing ceremony scheduled for November 14, 2010 from 5-7 PM at the Wolfeboro Inn. Authors David Bowers and Tom Beeler will be signing book, they will be holding the auction for the last sign. Tickets are \$15 in advance and will \$20 at the door.

Chamber of Commerce

None

Questions from the Public

None.

Questions from the Press

None.

Being no further business before the Board, Chairman Murray entertained a motion to enter non-public session.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to enter non-public session at 10:35 PM to discuss litigation. Marge Webster seconded. Roll call vote: Sarah Silk-yes, Chuck Storm-yes, Dave Senecal-yes and Linda Murray-yes, the motion passed.

The Board re-entered public session at 11:44 PM.

Chairman Murray announced that the Board sealed the minutes of the November 3, 2010 non-public session with a 2/3rd vote as required by law.

Being no further business before the Board, Chairman Murray entertained a motion to adjourn.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to adjourn at 11:45 PM. Member Sarah Silk seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary