

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
APRIL 6, 2015**

APPROVED

Draft minutes are subject to correction by the Charlotte Selectboard. Changes, if any, will be recorded in the minutes of the next meeting of the Board.

SELECTBOARD MEMBERS: Lane Morrison, Chair; Fritz Tegatz, Matthew Krasnow, Jacob Spell, Carrie Spear.

ADMINISTRATION: Dean Bloch, Town Administrator.

OTHERS: Annie Geratowski, Bill Fraser-Harris, Frank Tenney, Gregory Smith, Chris Sheehan, Peter Trono, Hugh Lewis Jr, Kevin Larose, Amos Baehr, Amy Cronin, Susan Nostrand, Ellie Russell, Dale Knowles, Mary Mead, Janet Morrison, Sue Smith, Jenny Cole, Michael Russell, Dalea Vanessa, Vince Crockenberg, Lynn Jaunich, John Hammer, Charlotte News; Robin Reid, Charlotte Citizen; and others.

6:00 PM Site visit: for Scott Hardy's application for two Highway Access Permits on the east side of Mount Philo Road, 0.3 miles south of Lime Kiln Road.

ITEMS TAKEN UP:

- 6:00 PM Site visit: for Scott Hardy's application for two Highway Access Permits on the east side of Mount Philo Road, 0.3 miles south of Lime Kiln Road.
- 6:15 PM Interview candidates for board appointments. *Discussion only*
 - Annie Geratowski (Planning Commission)—6:15 PM
 - Bill Fraser-Harris (Recreation Commission)—6:25 PM
 - Gregory Smith (Recreation Commission)—6:35 PM
 - Mark McDermott (Recreation Commission)—6:45 PM
- Fee Schedule for Private Events at the Town Beach. *Discussion only*
- 7:10 PM Scott Hardy—hearing to review two applications for Highway Access Permits (HAP-15-01 & HAP-15-02) for two accesses serving approved building lots on the east side of Mount Philo Road, .3 miles south of Lime Kiln Road. *Action under consideration: approve*
- 7:20 PM Scott Hardy—request for a License Agreement to install two wastewater force mains within the Mount Philo Road right-of-way. *Action under consideration: approve*
- 7:30 PM Lund Ride for Children to be held on May 31, 2015. *Action under consideration: approve organizational plan and use of the Charlotte Senior Center for rest stop*
- 7:40 PM Amos Baehr—interview for vacancy on the Conservation Commission. *Action under consideration: appoint for a term ending April 30, 2019*
- 7:50 PM Chris Sheehan—interview for vacancy on the Energy Committee. *Action under consideration: appoint to the Energy Committee for term ending April 30, 2017*
- 8:00 PM Paving plan for 2015. *Discussion only*

- 8:15 PM Land Maintenance contract—reduction of scope & contract due to Town Green drainage project. **Action under consideration: approve**
- 8:25 PM Legislative Charter. **Action under consideration: approve request to Town Attorney**
- 8:40 PM Charlotte Park & Wildlife Refuge—sponsorship of chainsaw training, to be paid for by participants. **Action under consideration: approve Service Agreement with NorthEast Woodland Training**
- 8:50 PM Vermont Tent Company—rental contract for tents, tables & chairs for Town Party, for \$2,998 with \$2,000 waived. **Action under consideration: approve**
- 8:55 PM Whit's End, LLC d/b/a Old Brick Store—renewal of Second Class Liquor License (5/1/15—4/30/16). **Action under consideration (as Liquor Control Board): approve**
- 9:00 PM Appeal by Denise and Thomas Kessler to Vermont Superior Court, Environmental Division. **Action under consideration: approve Agreement. Executive session is possible.**
- 9:10 PM Selectboard meeting schedule for May—possibly change 2nd regular meeting to May 18.

CALL TO ORDER

Mr. Morrison, Chair, called the meeting to order at 6:20 p.m.

INTERVIEW CANDIDATES FOR BOARD APPOINTMENTS. Discussion only

Annie Geratowski (Planning Commission)—6:15 PM

Mr. Krasnow recused himself.

The Selectboard members reviewed the candidate's qualifications. Mr. Morrison thanked Ms. Geratowski for volunteering.

Mr. Krasnow rejoined the Selectboard.

Bill Fraser-Harris (Recreation Commission)—6:25 PM

The Selectboard members reviewed the candidate's qualifications. Mr. Morrison thanked Mr. Fraser-Harris for volunteering, and for his service to the Town.

Gregory Smith (Recreation Commission)—6:35 PM

The Selectboard members reviewed the candidate's qualifications. Mr. Fraser-Harris, Recreation Commission Chair, spoke in support of Mr. Smith's application. Mr. Morrison thanked Mr. Smith for volunteering.

Mark McDermott (Recreation Commission)—6:45 PM

The Selectboard members reviewed the candidate's qualifications. Mr. Fraser-Harris, Recreation Commission Chair, thanked Mr. McDermott of his service and spoke in support of Mr. McDermott's application. Mr. Morrison thanked Mr. McDermott for volunteering.

Mr. Morrison noted that there were several more candidates to interview for Planning Commission seats, and suggested warning an April 20th 7:00 p.m. Selectboard meeting.

ADJUSTMENT TO AGENDA

Add: Change order for the Co-housing Trail project - discussion.

Appeal of a ZBA Conditional Use application regarding Chris and Rebecca Fortin.

PUBLIC COMMENT

None.

FEE SCHEDULE FOR PRIVATE EVENTS AT THE TOWN BEACH. *Discussion only*

Mr. Bloch briefly reviewed a history of a proposed fee schedule for private events at the Town Beach, which was drafted by the Recreation Commission. The commission was seeking discrete ways to raise funds for maintenance of the Town Beach, said Mr. Bloch.

Mr. Morrison asked if the proposed fees were above and beyond beach parking fees. Mr. Fraser-Harris replied yes.

There was lengthy discussion regarding an attempt to balance use of the beach for a private event and at the same time keeping the beach open for public use; an application process and enforcement (Mr. Fraser-Harris said that the beach attendants were given a cell phone and could call the Recreation Director, or a commission member if needed.); publicizing town facility rules on Front Porch Forum; the number of cars that the lower and upper parking lots could accommodate (Mr. Morrison suggested hiring a second attendant for the upper parking lot); and a Beach use plan that did not allow tents, or other structures as a limiting factor of professional events such as weddings.

Mr. Krasnow asked if there was an opportunity to capture additional revenue.

Mr. Morrison asked staff to add consideration of approving a Town Beach fee schedule for private events to the next Selectboard meeting.

SCOTT HARDY—HEARING TO REVIEW TWO APPLICATIONS FOR HIGHWAY ACCESS PERMITS (HAP-15-01 & HAP-15-02) FOR TWO ACCESSES SERVING APPROVED BUILDING LOTS ON THE EAST SIDE OF MOUNT PHILO ROAD, 0.3 MILES SOUTH OF LIME KILN ROAD. *Action under consideration: approve*

Kevin Larose, application representative, reviewed a request for two separate curb cuts serving Lots 2 and 3, and an existing barn access that would not be used. The southerly access, HAP-15-02, on Lot 3 was an easement to Lot 2 and split south to the Lot 2 building envelope and north behind the existing barn as a possible shared driveway for both lots and barn access, or could be defined “as only shared for the barn access” in the deed. The Lot 2 building envelope dimensions allowed space for additional outbuildings. The northerly access, HAP-15-01, on Lot 3 was staked, said Mr. Larose.

In response to questions regarding adequate culverts under the proposed driveways, Mr. Larose pointed to a culvert under Mt Philo Road that emptied into in a ditch on the east side of the road as shown on the site map. A culvert could be put in to handle water flow and give more space between the culvert and access, said Mr. Larose.

MOTION by Mr. Krasnow, seconded by Ms. Spear, to approve a request by Scott Hardy for Highway Access Permits, HAP-15-01 & HAP-15-02, for two accesses serving approved building lots on the east side of Mount Philo Road, 0.3 miles south of Lime Kiln Road.

DISCUSSION:

Mr. Hammer said that in the past when he requested a second access on his lot he was denied, and expressed concern that the Selectboard might be setting precedence with the Hardy applications.

Mr. Krasnow said that the Lot 2 access where it split north and south was unusual, and suggested a condition of the permit as a south access to the Lot 2 building envelope and a Lot 3 access only. Mr. Larose suggested making the southerly access to Lot 2 only, the shared portion to the barn could be eliminated, and the northerly access to Lot 3 only.

AMENDMENT by Mr. Krasnow, seconded by Ms. Spear, to make the south access, HAP-15-02, to Lot 2 only, and the north access, HAP-15-01, to Lot 3 only, and to remove the proposed utility/access easement.

DISCUSSION:

Mr. Krasnow asked if the change to the southerly access would mess up the Planning Commission approval. Mr. Bloch said that the Planning Commission had approved Scott Hardy's application at Final Review. Mr. Morrison clarified that the change was a further 'refinement' to the Planning Commission approval.

VOTE: 4 ayes, 1 abstention (Mr. Spell); motion carried as amended.

SCOTT HARDY—REQUEST FOR A LICENSE AGREEMENT TO INSTALL TWO WASTEWATER FORCE MAINS WITHIN THE MOUNT PHILO ROAD RIGHT-OF-WAY. *Action under consideration: approve*

Kevin Larose, application representative, reviewed a proposed request for a license agreement to install 2 wastewater force mains in one boring within the Mt Philo Road right-of-way from Lot 1 to Lots 2 and 3.

MOTION by Mr. Krasnow, seconded by Mr. Spell, to approve a request by Scott Hardy for a license agreement to install two wastewater force mains in one boring within the Mt Philo Road right-of-way.

DISCUSSION:

Mr. Bloch reported that at the site visit a question was asked regarding the end location of the boring as 5' off the pavement edge, or 5' off the right-of-way. Mr. Lewis, Charlotte Road Commissioner, explained that the shorter the boring the cheaper the cost. An issue was creation of a sink hole if it was not done right. Five feet from the right-of-way made a long bore, which protected the road pavement/ditch. As it stands now there was no regulated setback from the edge of a road. There was no review of the bore once it was done, which was an issue, explained Mr. Lewis.

Mr. Lewis said that using the right-of-way would be better versus 5' off the pavement edge. If a standard of a three-rod road was used that would put it 25' from the road center. If the bore went down 5' a trench box should be put in, said Mr. Lewis

FRIENDLY AMENDMENT by Mr. Tegatz, that a boring pit shall be 25' from the center of the road.

DISCUSSION:

Mr. Krasnow and Mr. Spell spoke in favor of the amendment.

Mr. Larose asked for language in the permit that the Charlotte Road Commissioner would attend the boring to make sure it was done right.

VOTE: 5 ayes; motion carried as amended.

LUND RIDE FOR CHILDREN TO BE HELD ON MAY 31, 2015. *Action under consideration: approve organizational plan and use of the Charlotte Senior Center for rest stop*

Amy Cronin and Susan Nostrand, Lund Board representatives, reviewed a request to hold the 7th annual Lund Ride for Children on Sunday, May 31, 2015. Volunteers and police would monitor the Greenbush/Ferry roads, Ferry Road/Route 7, and Hinesburg/Mt Philo roads intersections. A request was made to use course monitors at the Hinesburg/Mt Philo roads intersection versus police. Signage would be posted and a support van would be on the course. The Charlotte Senior Center would be used as a rest stop, explained Ms. Cronin.

MOTION by Mr. Krasnow, seconded by Mr. Tegatz, to approve an organizational plan and use of the Charlotte Senior Center as a rest stop for the Lund Ride for Children to be held on May 31, 2015, with an adjustment to the application that a road monitor would replace a police officer at the Hinesburg Road/Mt Philo Road intersection.

DISCUSSION:

Mr. Spell asked if there was a plan to pick up trash. Ms. Cronin replied yes,

Mr. Fraser-Harris asked that the event sponsors provide a 'hold harmless' insurance certificate naming the Town as an additional insured. A hold harmless clause was part of the agreement as well, said Mr. Fraser-Harris. Ms. Cronin said that the request would be submitted to their insurance carrier.

VOTE: 5 ayes; motion carried.

AMOS BAEHR—INTERVIEW FOR VACANCY ON THE CONSERVATION COMMISSION. *Action under consideration: appoint for a term ending April 30, 2019*

The Selectboard reviewed the candidate's qualifications. Mr. Tegatz spoke in favor of the candidate.

Mr. Morrison thanked Mr. Baehr for volunteering to serve the Town.

CHRIS SHEEHAN—INTERVIEW FOR VACANCY ON THE ENERGY COMMITTEE. *Action under consideration: appoint to the Energy Committee for term ending April 30, 2017*

The Selectboard reviewed the candidate's qualifications.

Mr. Morrison thanked Mr. Sheehan for volunteering to serve the Town.

PAVING PLAN FOR 2015. *Discussion only*

Mr. Lewis, Charlotte Road Commissioner, reviewed a paving plan for 2015 and allocation of remaining paving grant funds to be used on Greenbush Road only. Money could be saved if paving could be done before July 1st versus later in the season.

There was discussion regarding a bidding process starting in May 2015; the possibility of getting at least three quotes prior to July; the difference of prices per ton for virgin or recycled paving material; and paving companies used in the past that included Wickham, Pike, D and F, and S D Ireland. Mr. Lewis said that S D Ireland was used last year and did a good job. Bids should be in by the Selectboard's second May meeting, suggested Mr. Lewis.

Mr. Trono asked if the Town would get a better deal if the work was done by July 1st and invoicing the work after July 1. Mr. Lewis replied no. It would need to be done in the fiscal year cycle, said Mr. Lewis.

LAND MAINTENANCE CONTRACT—REDUCTION OF SCOPE & CONTRACT DUE TO TOWN GREEN DRAINAGE PROJECT. *Action under consideration: approve*
Mr. Bloch explained that Mow, Mow, Mow, LLC had been awarded the land maintenance contract. The Town Green drainage project was not discussed at the time. The drainage project would be done in the summer and wouldn't need to be mowed. There is a suggestion to reduce the mowing contract by \$700 for July-September, said Mr. Bloch.

Mr. Knowles pointed out that when he signed snow plowing contracts the number of times he plowed could vary depending on the snow fall. He would still get paid the contract price for light years or heavy years, said Mr. Knowles.

Mr. Krasnow said that grass seed could germinate within 10 days to 2 weeks. The Town Green could be weed whacked one or two times instead of mowed. It was the care of the grounds that the Town was seeking, said Mr. Krasnow.

Mr. Krasnow, Mr. Spell and Ms. Spear spoke in support of the contract as awarded.

LEGISLATIVE CHARTER. *Action under consideration: approve request to Town Attorney*

Mr. Morrison reviewed a revised draft memo to the Town Attorney and/or VLCT, dated April 8, 2015, regarding a legislative charter.

Mr. Spell said that he had made changes to a draft memo to the Town Attorney and asked the Town Administrator to request a quote for a review by Steve Jarvis, VLCT and the Town Attorney. Mr. Bloch said that he had contacted Abby Friedman at VLCT for a quote, which should be received in the next few days.

Mr. Morrison noted that the Selectboard had made a motion at the March 23, 2015 Selectboard meeting to use the Town Attorney to create a charter. It would be useful to get a quote from VLCT as well, said Mr. Morrison.

Mr. Spell explained that VLCT might review a draft charter pro bono. Then the Town Attorney could review that to see if any changes were required. VLCT was a valuable resource and should be used more, stated Mr. Spell.

Mr. Crockenberg, Mr. Hammer and Ms. Januich, Ad hoc Committee members, reviewed the following points:

- It was clear that from the voters at the 2015 Town Meeting that an Australian ballot was to be held as quickly as practical after Town Meeting.
- In the past the Secretary of State's office for elections has taken VLCT guidance. A charter might ultimately go to the Secretary of State before it went to the legislature.
- That Michael Yantachka was already holding discussions with the legislative committees and representatives regarding a Charlotte Charter.

Mr. Morrison suggested language that "...the first Tuesday...."

Mr. Russell said that identifying a fixed date was a bad idea in case Town Meeting was delayed; for example, by bad weather. Joe McLean has already drafted a simple charter template for another community, which could be used by VLCT and the Town Attorney for a charter for Charlotte, suggested Mr. Russell.

Following further discussion, the Selectboard members asked staff to send the revised memo to the Town Attorney and VLCT for a quote and an efficient turn around time frame. Mr. Morrison asked that the draft charter be ready for review by the next Selectboard meeting on April 20th.

CHARLOTTE PARK & WILDLIFE REFUGE—SPONSORSHIP OF CHAINSAW TRAINING, TO BE PAID FOR BY PARTICIPANTS. *Action under consideration: approve Service Agreement with NorthEast Woodland Training*

Ms. Cole reviewed a service agreement with NorthEast Woodland Training for three levels of chainsaw safety classes sponsored by the Charlotte Park and Wildlife Refuge Committee. There was a good response for last year's classes. The tuition charged covered the instructor fees of \$920 per instructor. If the sessions were cancelled due to unsafe conditions caused by weather a \$200 cancellation fee would not be charged, or if the sessions were cancelled more than 7 days in advance, explained Ms. Cole.

MOTION by Mr. Krasnow, seconded by Mr. Spell, to approve a Service Agreement with NorthEast Woodland Training for a Charlotte Park and Wildlife Refuge sponsorship for chainsaw training, to be paid for by individual participants.

DISCUSSION:

Mr. Trono asked how liability was handled if someone was hurt. Ms. Cole explained that the Town was named as an additional insured.

Mr. Bloch explained that Town volunteers were covered by the Town insurance policy. Ms. Cole said that participants signed registration forms that included a waiver.

AMENDMENT by Mr. Krasnow, seconded by Mr. Spell, to modify the motion to include a waiver of liability.

DISCUSSION:

Ms. Russell suggested that the Park Oversight Committee should check that NorthEast Woodland Training has liability insurance.

VOTE: 5 ayes; motion carried.

VERMONT TENT COMPANY—RENTAL CONTRACT FOR TENTS, TABLES & CHAIRS FOR TOWN PARTY, FOR \$2,998 WITH \$2,000 WAIVED. *Action under consideration: approve*

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to approve a rental contract with Vermont Tent Company for tents, tables and chairs for the 2015 Town Party, for a total of \$2,998.

VOTE: 5 ayes; motion carried.

WHIT'S END, LLC D/B/A OLD BRICK STORE—RENEWAL OF SECOND CLASS LIQUOR LICENSE (5/1/15—4/30/16). *Action under consideration (as Liquor Control Board): approve*

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to recess the regular Selectboard meeting and to convene as the Charlotte Liquor Control Board.

VOTE: 5 ayes; motion carried.

MOTION by Mr. Spell, seconded by Ms. Spear, to approve a renewal of a Second Class Liquor License for Whit's End, LLC d/b/a as the Old Brick Store (5/1/15—4/30/16).

VOTE: 5 ayes; motion carried.

MOTION by Mr. Krasnow, seconded by Mr. Tegatz, to adjourn as the Charlotte Liquor Control Board and to reconvene the regular Selectboard meeting.

VOTE: 5 ayes; motion carried.

APPEAL BY DENISE AND THOMAS KESSLER TO VERMONT SUPERIOR COURT, ENVIRONMENTAL DIVISION. *Action under consideration: approve Agreement. Executive session is possible.*

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to recess the regular meeting and to enter Executive Session for the purpose of discussing litigation matters regarding an appeal by Denise and Thomas Kessler where premature knowledge may place the Town of Charlotte at a disadvantage, and to invite the Town Administrator to attend.

VOTE: 5 ayes; motion carried.

The regular meeting was recessed and the Selectboard entered Executive Session at 8:55 p.m.

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to adjourn Executive Session and to reconvene the regular meeting.

VOTE: 5 ayes; motion carried.

Executive Session was adjourned and the regular meeting reconvened at 9:13 p.m.

MOTION by Mr. Tegatz, seconded by Ms. Spear, to approve a Denise and Thomas Kessler agreement, and to authorize the Charlotte Selectboard Chair to sign the agreement document on behalf of the Town of Charlotte.

DISCUSSION:

Mr. Tegatz asked if density was an issue of the appeal. Mr. Morrison explained that the former Charlotte Zoning Administrator gave the appellants permission to procedure with a project without a permit. The current Zoning Administrator said that the project

didn't meet regulation requirements for an Occupation Certificate since the structure was not owner occupied. The agreement is only good for 12 months, noted Mr. Morrison. Mr. Bloch clarified that the issue before the ZBA was density. The property owners weren't living at the dwelling and couldn't get an accessory dwelling permit, said Mr. Bloch.

VOTE: 5 ayes; motion carried.

SELECTBOARD MEETING SCHEDULE FOR MAY—POSSIBLY CHANGE 2ND REGULAR MEETING TO MAY 18.

The Selectboard members spoke in favor of changing the second May Selectboard meeting date from Memorial Day, May 25, 2015 to May 18, 2015.

APPOINTMENTS (with the exception of Planning Commission)

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to approve the candidates for the Energy Committee, Trails Committee, Recreation Commission, and Conservation Commission as follows:

For two seats on the Energy Committee:

- **Appoint Catherine Hughes to the Energy Committee for term ending April 30, 2017**
- **Appoint David Pill to the Energy Committee for term ending April 30, 2017**

For one seat on the Trails Committee:

- **Appoint Margaret Russell to the Trails Committee for a term ending April 30, 2017**

For three seats on the Recreation Commission

- **Appoint Bill Fraser-Harris to the Recreation Commission for a term ending April 30, 2018**
- **Appoint Greg Smith to the Recreation Commission for a term ending April 30, 2018**
- **Appoint Mark McDermott to the Recreation Commission for a term ending April 30, 2018**

VOTE: 5 ayes; motion carried.

MINUTES: March 23 and 30, 2015

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to approve the March 23, 2015 Selectboard minutes as written.

VOTE: 5 ayes; motion carried.

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to approve the March 30, 2015 Selectboard minutes as written, with edits:

- **Page 2, lines 48 and 65 – replace the word “subdivision” with “Sketch Plan”;**
lines 72 and 73, last sentence – end the sentence after “...present.” And delete the rest of the sentence.

VOTE: 5 ayes; motion carried.

SELECTBOARD UPDATES. Discussion only

Ms. Spear reported that a rash of break-ins in Charlotte and Hinesburg have occurred. Was it possible to ask the State Police to conduct additional patrols through Town, asked Ms. Spear. Mr. Krasnow explained that additional hours were included in the Vermont

State Police scope of work with the Town. The State Police do monitor Front Porch Forum, said Mr. Krasnow.

Ms. Spear asked for clarification regarding a payment of \$2,200 from the Traffic Enforcement line item for a Dubois and King invoice through the Regional Planning Commission. Shouldn't that come out of the planning budget, asked Ms. Spear. Mr. Bloch explained that the work was for traffic safety issues.

Following a brief discussion regarding Ferry Road water control issues and curbing questions received in a letter from Shirley Bruce, Ms. Spear said she would contact Ms. Bruce with an update.

Mr. Spell asked that a discussion regarding intra-cooperation agreements for police, rescue and fire services be add to the Selectboard Work Plan. Mr. Tegatz explained that rescue service licensing required mutual aid. Police services have mutual aid under different governing bodies. For example, the Shelburne Police Department was a 24 hour service and has an agreement with the Vermont State Police for coverage.

Ms. Spear reported that a resident had asked how to get high speed fiber optic services that would cover Charlotte. Ms. Spear would research the issue with Waitsfield Telecom. Mr. Krasnow suggested inviting a fiber optic provider to a meeting.

Mr. Krasnow reviewed a March State Police Report spreadsheet.

Mr. Krasnow reported that during his ride along with Trooper Daley, he noted that that someone had taken down a 35 mph speed limit sign on Orchard Road and replaced it with a 25 mph sign. He would ask the Road Commissioner to put the 35 mph sign back up, said Mr. Krasnow.

FUTURE AGENDA TOPICS:

- Appeal of a ZBA Conditional Use application regarding Chris and Rebecca Fortin.
- Town Beach fee schedule - approval
- Planning Commission interviews and possible appointments.
- Review of a draft Town Charter
- Purchasing Policy review

APPROVE WARRANTS TO PAY BILLS

The Selectboard signed warrants to pay bills.

ADJOURNMENT

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to adjourn the meeting.

VOTE: 5 ayes; motion carried.

The meeting was adjourned at 9:40 p.m.

Minutes respectfully submitted, Kathlyn L. Furr, Recording Secretary.