

**CHARLOTTE SELECTBOARD  
MINUTES OF MEETING  
TOWN HALL  
JANUARY 14, 2013**

**APPROVED**

**SELECTBOARD MEMBERS:** Charles Russell, Chair; John Owen, Winslow Ladue, Ed Stone, Dennis Delaney (departed 9:30 p.m.).

**ADMINISTRATION:** Dean Bloch, Selectboard Clerk.

**OTHERS:** Gordon, Brown, Dorothy Pellett, Peter Trono, David Nichols, Rayne Herzog, John Snow, Mary Mead, Ed Sulva, David Stewart, Robert Mack, Chris Davis, Heather Manning, Ellie Russell, Bonnie Christie, Stephen Brooks, Bill Fraser-Harris, Jenny Cole, Sue Smith, Deb Stone, Joanna Cummings, Vince Crockenberg, Marty Illick, Margaret Woodruff, Lynn Jaunich, Betsy Tegatz, Jessie Bradley, Carrie Spear, Sharon Balaban, Jane Lawlis, Matthew Hough, Valarie Graham, Carol Casey, Charlotte Citizen, John Hammer, Charlotte News, and others.

(Note: the agenda was heard out of order, but appears as published for continuity.)

**CALL TO ORDER**

Mr. Russell, Chair, called the meeting to order at 7:00 p.m.

**ADJUSTMENTS TO AGENDA**

None.

**PUBLIC COMMENTS**

None.

**MINUTES**

**MOTION** by Mr. Owen, seconded by Mr. Stone, to approve the Selectboard minutes of 01/07/2013, as written, with edits.

**VOTE:** 5 ayes; motion carried.

**RAYNE HERZOG, RACEVERMONT.COM – 2013 RACE SCHEDULE - action item**

Mr. Herzog, RaceVermont.com representative, reviewed a brief history of road races held in Charlotte since 1999, and a 2013 Sprint Triathlon and Olympic Triathlon race schedule. Sprint triathlon races would be held July 6, August 3, and August 18, 2013. A one-way loop system that utilized Greenbush, Ferry and Lake Roads was created in response to resident concerns regarding traffic on Greenbush Road. Shelburne Police would monitor traffic at certain intersections for the safety of the participants and traffic. Sprint racers would go through the Ferry Road/Greenbush Road intersection at the Old Brick Store at 8:20 a.m. and Olympic Triathlon racers at 9:40 a.m. A \$1 per participant donation to the Town was an arrangement with the Charlotte Recreation Department for the last two years, said Mr. Herzog.

Mr. Owen asked if there would be a police officer posted at the Charlotte Hinesburg Road/Spear Street intersection to direct traffic. Mr. Herzog replied yes. Police officers would be posted at Beach Road and Route 7 in Shelburne, Spear Street/Charlotte Hinesburg Road and at the Old Brick Store intersection. A volunteer would direct racers at the Greenbush Road/Thompson's Point Road turn, explained Mr. Herzog.

Mr. Russell asked if a police officer would be at the Spear Street/Mt Philo Road intersection. Mr. Herzog replied that a volunteer would be there. Racers could "blow" the stop sign on Spear Street as long as the Shelburne Police Chief Warden says they could, said Mr. Herzog.

Mr. Herzog said that he would mark the locations of police officers and volunteers on the race route map and fax it to Town staff.

In response to a question regarding deposit of the race donation, Ms. Mead said that the money went into the General fund. Mr. Fraser-Harris clarified it was used for the Recreation Department's scholarship fund.

Mr. Russell suggested that Greenbush Road residents should be notified of race dates.

Mr. Herzog explained that there was potential for bringing back half-marathons. He would submit an application to Town staff tomorrow for a September 14<sup>th</sup> date, and he could post race dates on Front Porch Forum as well. Mr. Stone asked Mr. Herzog to send the information to the Charlotte News and Charlotte Citizen.

Mr. Russell asked Mr. Herzog to return at the next Selectboard meeting on January 28<sup>th</sup> for approval of race dates.

**LANDSCAPING AT TOWN HALL – REMOVAL AND REPLACEMENT OF EXISTING LANDSCAPING, AND DRAINAGE IMPROVEMENTS – action item**  
Ms. Smith, Ms. Cole and Jessie Bradley, reviewed a request of \$1,500 in Town funds for plantings and a proposed article to include on the Town Warning for Town Meeting.

Mr. Ladue asked for clarification of an expanded landscaping plan that indicated removal of the burning bushes, lilacs and other trees around the Town Hall building. Ms. Smith explained that the plants were in a wet area and not doing well. Larry Hamilton was notified and approved of the removal. If Town Hall repairs happened at the same time then the committee recommendation was to remove plantings from around the building foundation, move the plant beds out to the roof drip line, put in proper drainage and replant healthy trees. Would the Selectboard support the request for more money, asked Ms. Smith.

Mr. Stone asked if a professional analysis of the plants was done. Ms. Bradley stated that the site plan was done by Nat Carr, Churchill Landscaping, and she was a professional landscaper.

There was discussion regarding an over-all plan that included a changing scope of work, a time table to have work along the south and east sides of the Town Hall started in the spring of 2013, and moving the WWII monument to a monument garden on the north side after the Town Party. Ms. Cole said that the committee would fund raise for the monument garden. The 250<sup>th</sup> Town Celebration Committee voted to use the \$2,300 profits from the T-shirt sales to fund moving the monument, said Ms. Cole.

Mr. Stone asked if the \$1,500 request was on top of the \$2,300. Ms. Bradley explained that the monument project was separate from landscaping around the building. Ms. Cole said that the first phase involved taking out shrubs and putting in drainage and replacing the plantings on the south side of the building.

Ms. Bradley said that the committee had a rough sketch of a scope of work. They were seeking Selectboard support to put the work out to bid. The committee would bring at least three bids back to the Selectboard to consider, said Ms. Bradley.

A straw poll of the Selectboard indicated support of the project as presented. Ms. Bradley said the committee members would return with a design sketch of the project. Mr. Ladue asked the committee to include a range of costs with the plan.

Ms. Manning pointed out that some of the existing plants were memorial plants. Had the committee contacted Bob Chutter to identify those trees, asked Ms. Manning. Ms. Smith said that she would do so.

Ms. Balaban asked if the Selectboard would consider coordinating the outside building repairs with the landscaping work. Ms. Bradley said that they would need to know when the building repairs would happen.

#### **BUDGET REVIEW – discussion only**

Fire and Rescue - Corporate Expenses:

Mr. Sulva, and Mr. Davis, CVFRS representatives, reviewed a proposed revised draft Capital Reserve Fund projection budget. The hose reel pumper sale from last year was now shown in the budget. The budget has a positive bottom line, said Mr. Davis.

Ms. Mead suggested putting the \$29,000 in the Revenue – Grants/Donation to offset Expenses/Equipment in Fy2013-2014 for \$29,000. Mr. Davis explained that the \$29,000 was a projection only and it was not clear that was the amount of money they would receive. Mr. Stone spoke in support of the budget as presented.

Mr. Mack asked if the \$180,000 that was a 70 percent increase in the Town budget was a number that would stay as is, or would it be adjusted up or down as the Selectboard went through the Town budget review. Mr. Russell said that the discussion was on the CVFRS Operating budget.

Mr. Stone asked what the \$28,000 Administration line item on the second to last page was for. Mr. Sulva replied that was the cost of a bookkeeper and external audit. The two

items could be broken out into two items, suggested Mr. Sulva. Mr. Stone asked if the Administrative Assistant line item would go away. Mr. Sulva said that some of the administrative assistant jobs would be included in the Administration line item. By June 30<sup>th</sup> the department would take back the bookkeeping that Mary Mead does now, said Mr. Sulva.

Mr. Stone asked for clarification of an increase to the Workmen's Compensation line item from \$18,000 to \$30,000. Mr. Sulva said that the insurance company would conduct a workmen's compensation audit in January. Mary Mead would help with the payroll records during the audit. The insurance would make a determination what the premium would be based on number of employees and hours worked, explained Mr. Sulva.

Mr. Brooks said he understood that the Town Treasurer would keep the Fire and Rescue books. What happened to change that arrangement. How can you make a projected budget if not all the revenues and expenses were shown. Where were the Special Funds, asked Mr. Brooks. Mr. Sulva explained that the bookkeeping went to the town due to perceived improprieties. The Fire and Rescue departments went along with the Selectboard wishes, and went through an outside forensic audit. Issues were identified where procedures could be done better. No improprieties were found. There are controls in place necessary to do our own bookkeeping now, stated Mr. Sulva.

Mr. Brooks pointed out that there was no signed professional audit yet. He understood that the Selectboard had the Town take over the bookkeeping. Has the Selectboard changed its mind, and if so, when, asked Mr. Brooks. Mr. Russell said it was a joint decision between the Fire and Rescue and the Selectboard to take over the bookkeeping. Mr. Snow explained that the CVFRS accounts needed to be consolidated on one professional accounting location, which was consistent with the audit recommendations. The Town Treasurer took over the bookkeeping. The Corporate Board approved the hiring of a professional accountant to bring the books back into the department. The Board continues to work on consolidating department accounting into a unitary budget as the audit recommended, said Mr. Snow.

Mr. Brooks asked for a resolution of the Special Funds. People will speak up at Town Meeting to ask the question, said Mr. Brooks.

Mr. Mack said that the audit last year showed the CVFRS had spent \$620,000 in expenses, of which \$480,000-485,000 was the Town share. The proposed budget this year was for \$625,000 plus \$825,000 if the Capital Reserve budget with an EMT, administrator and bookkeeper were added in. How can the departments deliver the same amount of service when there were three added people, asked Mr. Mack.

Mr. Sulva explained that the audit of the operating funds did not include donations, income or expenses that occurred with Special Funds. Mr. Mack asked where the co-mingled money was. Mr. Sulva explained Special Funds included the Tower and Barrows money. The department would pay for part of the new truck using \$25,000 from Special Funds. Money spent on improvements to the station did not come out of operating funds.

The Tower rent revenue would be used for tower expenses. We would budget money needed to decommission the tower when it becomes necessary, said Mr. Sulva.

Ms. Mead said that she wanted to hear from the Selectboard on the Special Funds question.

Mr. Stone said he felt that the \$8,000 CVFRS received from the insurance company for a tractor trailer accident that CVFRS put into Special Funds should go into the Town.

Mr. Stone asked if the cost for benefits for a proposed new firefighter/EMT position was \$22,000, or \$6,000. Mr. Stewart said that the department had two full time staff and benefits were \$22,000. The new position benefits are \$6,000, said Mr. Stewart.

Ms. Mead asked for clarification for a \$21,600 health benefit line item. It was an odd number, said Ms. Mead. Mr. Sulva replied that currently there were 15 employees and only one has health benefits. It represented three employees' benefits. Going forward that number was expected to change, said Mr. Sulva.

Ms. Mead asked the CVFRS to come back with a budget that showed Special Funds. Mr. Stone said that Mr. Sulva said that they anticipated using Special Funds against future expenses in FY2013-2014.

Mr. Snow said that the Corporate Board was moving to a unitary budget. They would need to consult with the Special Funds funding bodies to get estimated amounts in order to add all projected revenues, which might not be accurate. The budget has always been presented this way, explained Mr. Snow. Mr. Owen asked if Special Funds were shown in the audit then why couldn't they be shown in the budget.

Mr. Delaney pointed out that Mr. Snow had said that Special Funds could be in the budget, but it isn't. Mr. Snow explained that every dollar spent has been audited and accounted for in Special Funds. Historically the Town was only interested in the Town's portion. When a unitary budget was in place then Special Funds would show, said Mr. Snow. Mr. Delaney said that he was not suspicious of the Corporate Board. The right thing was for the public dollars to be shown as clear as can be, said Mr. Delaney. Mr. Snow replied that there was a differentiation between public and private money, and that was what was shown.

Mr. Stone said that if Special Funds were shown in the budget then he would vote in favor of it. If not, then he wouldn't, stated Mr. Stone.

Mr. Ladue said that it was understood that the Fire and Rescue budget process was in transition. However, the Town has asked for two years that all aspects be shown in the budget. He was willing to give the departments another year to do it, said Mr. Ladue.

Mr. Russell said he had confidence in the Corporate Board. This Board said they are holding Special Funds out to decommission the tower and have used those funds in the

past to fill in salaries and buy the second ambulance. It should be footnoted in the budget with a description, said Mr. Russell.

Mr. Nichols thanked the volunteers for all the time and effort they put in for the Town. The fire house was collectively 'ours'. Right now, the spirit of 'ours' was missing. He would like to see what goes in and out itemized and everything on paper, stated Mr. Nichols.

Ms. Cole said that when she was a Fire and Rescue member she remembers writing thank you notes to families and donors for those donations. The donations were used for things not in the budget. The amounts do vary and helps to cover things. The Special Funds make things happen, said Ms. Cole.

Mr. Davis said that the balance of funds have been audited, and when finalized and signed, would show how Special Funds were spent over the prior five years. The auditors reviewed every invoice and that will be in the Town Report. Special funds come in as donations and grants and are kept in separate accounts. Rescue has a fund and Fire has a separate fund. The Barrows Trust was established and those funds are accounted for in a separate account. The amount the departments receive varies. Rent from the tower comes in and is shown in the Town Report. Maybe it could be shown in a better form. After the meeting we can work with the Selectboard on that. The Fire and Rescue money in the Town budget shows as one line item. Do we put in all the Fire and Rescue money as well, asked Mr. Davis.

Mr. Stone said that we have an expert bookkeeper in the Town Treasurer.

Mr. Mack stated that every year there are recommendations in the audits to improve the process. In 2013 we are still talking about the same issues, said Mr. Mack.

Ms. Russell suggested that the Fire and Rescue write a one, or two, page script report of revenues and expenses for the Town Report. It is a compromise position, said Ms. Russell. Mr. Sulva said it was the intent of Fire and Rescue to include a narrative report written by David McNally.

Mr. Delaney said that what was forgotten here was that not many meetings ago John Snow said they were working on a unitary budget. That should solve the question we are talking about here. What date would it be done and that could be put into the Town Report, asked Mr. Delaney. Mr. Snow said there was a cycle of considering and putting a new budget to the Town. It was hard to put a budget together since the money people that committed funds to us were hard to project. The other part was that the funds come with liabilities attached. Sizing up those liabilities was important, stated Mr. Snow.

Mr. Delaney asked if Mr. Snow could say that "by a certain date" a unitary budget could be done by. Mr. Snow explained that by 'liability' he meant that Fire and Rescue was on the hook to come up with payments for expenses not covered in the operating budget. For example, income comes from the Tower fund. The Corporate Board was responsible for

the maintenance and upkeep of the tower. If something happened to that tower we are responsible to fix it. We don't know how structurally sound it was. He didn't know if he could answer Mr. Delaney's question. The Corporation expects to have a unitary budget before the end of this FY. He would promise to have by July 1st, said Mr. Snow.

Mr. Trono said if there were funds then he didn't understand the difficulty. He was a businessman. If he went to a bank for a loan and had revenue then he would need to show that. He heard Mr. Snow say in the budget discussions that there was a Corporate Board which was getting a unitary budget done. Just get it done. Fire and Rescue also told us that audit recommendations would be implemented. Why has it not been done, asked Mr. Trono.

Mr. Sulva said he could add \$50,000 more to revenue and \$50,000 more to expenses tomorrow. It didn't mean they were good numbers, said Mr. Sulva.

Mr. Owen said he was in favor of Ms. Russell's compromise of a written explanation of what the funds were and why the increase in the budget.

Mr. Ladue said that Ms. Russell's compromise was attractive and would be a good talking point.

Mr. Russell said that a narrative would be a description of revenue of all the funds and how it was expected to be spent.

Ms. Mead said that in FY2010/2011 the auditors were concerned with the Town's 25 separate Special funds that were not accounted for in the Town budget. The recommendation was to get all those accounts into one picture and they showed me how to do it. It wasn't hard and was all done by December 9<sup>th</sup>. This discussion was distressing and she was leaving the meeting, said Ms. Mead.

There was further discussion regarding the Fire and Rescue Special Funds and how the funds were expended; the Fire Department's mindset that Special Funds allowed them to purchase items, such as a thermal imaging camera, or defibrillators, that were not included in the Capital Reserve fund; and that the Town has always supported the Fire and Rescue budgets.

Ms. Russell suggested that at the end of the written report a statement should be put in that the Corporate Board was implementing a unitary budget by July 1.

Ms. Balaban said that as someone who donates or supports Fire and Rescue it was in the departments benefit to show donations; for example, the \$1,000 donation. She didn't know where it came from. There needs to be feedback from the departments. For example, the pig roast proceeds weren't published and she didn't know what the amount was. Regarding Tower account revenues, she had no idea what revenue came in that might offset impacts to our lifestyle. WIZN was located on the tower and interfered with

our TV's and radios. Make it clear to everyone what revenue was gained so that we can feel good about paying the Town's money. She wanted transparency, said Ms. Balaban.

Mr. Snow said that he was a volunteer. We are volunteers who are not there to do business accounting, or professional accounting, but to operate the emergency trucks and help the Town. In the past there haven't been volunteers to do the bookkeeping tasks. Now there is a fully staffed Corporate Board to put in the hours to make things happen. It still takes time to implement changes, stated Mr. Snow.

Ms. Illick pointed out that Mary Mead should be recognized for her expertise in handling the Town's books. Why can't Mary play a more pivotal role - a more defined role. There needs to be a discussion before Town Meeting, suggested Ms. Illick.

Mr. Russell asked Mr. Snow, or Mr. Sulva, to speak to hiring an expert bookkeeper.

Ms. Christie said it was her first year looking at a whole budget due to her involvement with the library. The budget was screwy – it looks like there was one librarian paid \$53,000 per year when it was actually salary that covered several librarians. There should be a committee of each department to create a budget that could be understood in laymen's terms, suggested Ms. Christie.

Mr. Stone stated that Mary Mead does more work for this Town and doesn't get recognized. We need to tell her and thank her, said Mr. Stone. Mr. Trono asked how much Mary was paid to do the Fire and Rescue books. Mr. Russell replied \$5,000. Mr. Trono questioned the sense of hiring a bookkeeper at \$28,000 versus \$5,000. It was a surprise she was not still doing the books, said Mr. Trono. Mr. Russell explained that when Fire and Rescue came to the Selectboard meeting last week, they presented a budget that included a bookkeeper starting July first. They would take over the bookkeeping responsibility, said Mr. Russell. Ms. Cole stated that what was the responsibility of Fire and Rescue versus the Town has been the same argument that has been on-going for the last 10-12 years. Taking over the bookkeeping could be a positive thing for Fire and Rescue, suggested Ms. Cole.

Mr. Hough, stone mason and resident, asked why Fire and Rescue would hire a new auditor that the Town would pay for if there was already someone we trusted doing a good job for \$5,000 versus \$28,000. Mr. Snow replied that there were a lot of assumptions Mr. Hough's statement. The \$28,000 position was for a bookkeeper, not auditor. An audit was done in response to someone's suspicion that there was fraud. The State Auditor said we didn't need an audit, stated Mr. Snow.

Mr. Trono said that the audit listed recommendations to be implemented immediately, and if not then it would be a huge waste of money.

Mr. Russell said that a few years ago when Fire and Rescue wanted a raise for Linda Foote, the bookkeeper, they understood that \$5,000 was a ridiculously low amount to pay

for bookkeeping. We refused to give Linda more. The \$5,000 paid to Mary Mead evolved from what we paid Linda Foote, explained Mr. Russell.

Mr. Russell asked if there were any other questions regarding the Fire and Rescue budget.

Mr. Russell reviewed that patient billing revenues shown in the Town budget of \$110,000 was a gross number that included Newport's 8 percent cut. In the past the number shown was net. The Town received the gross amount and now paid the 8 percent to Newport. A question was if the number should be gross, or net, asked Mr. Russell.

The Selectboard members were in favor of a \$101,000+/- net number so that the budget was an 'apples to apples' comparison year to year.

Mr. Stone asked if the Highway budget line item of \$77,250 should be put into bridge repair. Mr. Russell noted that the Road Commissioner wanted it in the Gravel Road Upgrade line item. Mr. Ladue said that gravel road upgrades have been completed. The Gravel Road Maintenance line item was changed from \$166,000 to \$243,000 in FY2013/2014. We need to have a process in place to replace ailing bridges, such as the Dorset Street Bridge. The Town has a preliminary estimate from VTrans of \$700,000 to do the project. We could pay for the bridge repairs by putting money aside for several years, or borrow/bond money for a 20 year period. Currently the Vermont Bond Bank charges an interest rate of 3.2 percent. That comes to \$330,000 over 20 years at 4 percent interest. The Town could put \$200,000 aside for 5 years and save interest costs. We had a conversation that we could take the \$77,000 and put it to the bridge budget instead of extra gravel, recalled Mr. Ladue.

Mr. Brooks said that the key to keeping the gravel roads right was to add gravel each year.

Mr. Stone suggested trying the change for one year and seeing if the roads held up.

The Selectboard spoke in favor of putting \$150,000 toward a bridge fund for one year. There was a question if it should be presented as an article on the Town Warning, or in the Town budget. It was decided to create a dedicated Reserve fund for bridges.

Ms. Woodruff, Librarian, reviewed the library budget line items, page 7 of the Town budget. Next year's numbers from the library did not include a 3 percent salary increase. Library staff job descriptions were changing and would be explained in the library's report in the Town Report regarding the Youth Librarian and Technology Librarian. A 10 hour cataloger position was needed and appeared in "Other". A decrease in the line item could be calculated since we would not be paying for outside cataloging, said Ms. Woodruff.

The Selectboard thanked Ms. Woodruff for her presentation.

Page 12, Transfer to Reserve Funds – Recreation line item: Deb Stone, Recreation Director, reviewed proposed cost of \$75,000 to update the Beach playground for ADA compliance. The proposed plan would be tweaked to include more sensory play stations, such as a rolling slide, said Ms. Stone.

Page 12, Transfers to Reserve Funds – Affordable Housing line item: Mr. Brooks, Affordable Housing Trust Fund Committee member, explained obligations of \$15,000 for the Nichols application and \$25,000 for a Habitat for Humanity project that would leave a fund balance of \$80,000. The current fund balance was \$160,000, said Mr. Brooks. Mr. Ladue said that an \$80,000 fund balance was a good starting point.

The Selectboard spoke in support of zeroing out a proposed \$15,000 to the Affordable Housing Fund for FY2013-2014 at this time.

The Selectboard members suggested the following:

- Discuss the tax rate at the next Selectboard meeting on January 28, 2013.
- Consider using a surplus of \$208,000 for bridge repairs.
- Use the surplus to offset the budget and let the Town voters vote on a bridge repair article.
- Set aside \$150,000 in a Reserve Fund for Bridge Repairs for five years.

#### **ARTICLES FOR TOWN MEETING WARNING – discussion only**

Ms. Cole reviewed a proposed article for the Town Meeting Warning as follows: “Shall the Town move the WWII monument, currently located by the Charlotte Central School, to a ‘Monument Garden’ to be constructed on the Town Green.”

Mr. Crockenberg and Ms. Cummings, Ad Hoc Committee members, said that the committee would like to further research ideas and/or models to increase participation in Town Meeting, and suggested an Advisory Article to change the charge of the committee to inquire into procedures for increasing Town participation in the March Town Meeting, and to prepare a budget to present to the Town by 2014.

Ms. Cummings said that research has shown that Australian ballot hasn’t solved the issues either. If the parties in favor of Australian ballots submitted a petition for an article, then she would like to have both articles listed together following the budget for a back to back discussion, said Ms. Cummings.

Selectboard members spoke in support of adding an article on the Town Meeting Warning. The Ad Hoc Committee would submit a draft article for review by January 25th.

Mr. Hammer asked that the Town Meeting 101 informational sheet be bound in the Town Report.

Further discussion on proposed Town Meeting warning articles was deferred until the January 28, 2013 meeting.

**SELECTBOARD UPDATES – discussion only**

Mr. Russell said that a Selectboard meeting was scheduled for Monday, January 28, 2013, to finalize the Town budget.

Mr. Russell said that Patrice Machavern suggested using vote tabulation machines for elections at Town Meeting. A discussion regarding vote tabulation machines could be discussed on Monday, January 28, 2013 as a potential article. We would need to know equipment and maintenance costs before putting an article on the warning, said Mr. Russell. Mr. Ladue suggested putting the cost for the machines in the Capital Improvement budget if there was no article, or if a motion was presented at Town Meeting.

Mr. Russell reported that Martha Perkins suggested posting a January 30, 2013 meeting notice on Front Porch Forum. A meeting would be held at the Senior Center to discuss recent burglaries, said Mr. Russell.

**APPROVE WARRANTS TO PAY BILLS**

The Selectboard members signed warrants.

**ADJOURNMENT**

**MOTION by Mr. Ladue, seconded by Mr. Owen, to adjourn the meeting.**

**VOTE: 4 ayes, 1 absent (Mr. Delaney); motion carried.**

The meeting was adjourned at 10:32 p.m.

Minutes respectfully submitted, Kathlyn Furr, Recording Secretary.