

## ADVISORY AND FINANCE COMMITTEE

### MEETING MINUTES

March 2, 2016

A meeting of the Advisory & Finance Committee was held on Wednesday, March 2, 2016. The meeting was called to order by Chairman John Moody at 7:00PM and was conducted in the Mayflower II Meeting Room at the Plymouth Town Hall, 11 Lincoln Street, Plymouth, Massachusetts.

**PRESENT**      **14 members of the committee were present:**

Kevin Canty, Betty Cavacco, Harry Helm, Shelagh Joyce, Ethan Kusmin, Mike Lincoln, Marcus McGraw, Patricia McPherson, Christopher Merrill, John Moody, Patrick O'Brien, Harry Salerno, Marc Sirrico, Scott Stephenson

**ABSENT**      **1 member of the committee was absent:**

Robert Cote

#### Public Comment

Dale Webber, Precinct 3 Town Meeting Member and Employee Representative, following up on last week's meeting, wanted to speak in response to the recommendation by Sub-Committee F to privatize custodial services. There are 80 employees, 80 local families, that would be impacted by this. They currently work in three shifts to perform custodial services to clean all of our schools and town owned buildings. He believes the committee overzealously tried to find money to cut from the school budget. There are 8,000 students in our public schools and only 600 in the Charter School but \$7 million is peeled off the top of our aid from the state and given to the charter school. They have morphed into a publicly funded private school. They have amassed a large surplus of funds over the years. The surplus is unrestricted and the Board of Directors of the charter school have total control over the funds. Where the public schools have to return any surplus to the town's general fund, charter schools roll over their surplus annually and do not have to return any to the taxpayer. He has a recommendation that has never been done before, and that is to look at the Charter School to see if they can assist the Town instead of assistance coming from the backs of the custodians. Also, the town is currently dealing with issues created by bad deals with privatization.

Tom Kelley, Precinct 6 Town Meeting Member and Chair of the Retirement System, says that a sub-committee should also look into whether the town is responsible for charter school teacher's OPEB (Other Post-Employment Benefits) and report back. Can Plymouth afford two school systems as charter schools continue to grow? The DOE does not oversee policy and long term planning of charter schools and charter schools have the ability to incur liabilities. We can request a home rule petition to change to require elected officials at the charter school and require surplus funds be returned to the town.

#### Agenda Items

➤ Town Meeting Articles

STM 12 – Easement Sandwich/River

Sid Kashi, Town Engineer, presented STM Article 12. The property owner of Bramhall Village has gone before the Planning Board and received approval for the subdivision plan. There is an existing portion of roadway currently located outside of the layout at the Bramhall's Corner. The Town requested an easement for this area of roadway. The Planning Board required the developer to grant an easement as a condition of approval. The owner of the property is willing to grant an easement to the Town for highway purposes. The granting easement requires Town Meeting action in order to authorize the Board of Selectmen to accept the easement. DPW recommends approval and support of this article. Question:

Are there any other requirements we are waiting on from the developer? (S Joyce) Everything else is finalized, we just need Town Meeting approval for this easement.

**Patrick O'Brien made a motion to recommend STM Article 12 to Town Meeting. Kevin Canty, second. The motion carries unanimously (13-0-0).**

#### ATM 10 – Environmental Affairs Fund

Melissa Arrighi, Town Manager, presented ATM Article 10. Selectman Mahoney moved at a previous Board of Selectmen meeting, that the town establish a special fund utilizing revenues generated from payment-in-lieu-of-taxes (PILOT) agreements with various renewable energy firms. Under the authority of the Town Manager, the Fund will be managed by the Department of Marine and Environmental Affairs for the purposes of various environmental projects to include mitigation, land acquisition, water quality assessments, stormwater improvement and river restoration. Additionally this Fund may be used for a grant match for potential environmental related funding opportunities. This is a way to address environmental needs with a dedicated funding source. We will petition for special legislation to authorize this Special Act – An Act Authorizing the Town of Plymouth to Establish an “Environmental Affairs Fund”. The specific act language is in the meeting packet.

#### Questions:

- Where are we now with PILOT revenue? (H Helm) We are only collecting from 2 PILOTs at this time which are deposited into the general fund.
- Would this new fund cover items already being funded? (H Helm) No, this would cover brand new projects that are not currently being funded. To give you an example, we had a citizens request for a water quality test, this Environmental Affairs Fund could cover something like that.
- So this would take certain taxes out of the general fund and into a fund with less control? Wouldn't everyone else's taxes then go up to cover this amount removed from the general fund? (H Salerno) Yes.
- Would there be any cap since PILOTS are increasing in frequency? (E Kusmin) There is no cap, all will be deposited into this fund. We will need to watch it and see. If we decide to put a cap on it, that would require Town Meeting vote to update the Special Act.
- If we did not want to pass the special act, nothing prevents money from going into the general fund and these projects going on the list requesting funding from the general fund, correct? (K Canty) Correct.
- There seems to be redundancy with this fund and CPC land acquisition? (S Joyce) The CPC is very limited as far as what it can fund. The Environmental Affairs Fund would provide more flexibility to take care of environmental issues. CPC could buy beach property but what they can do with it is limited. This fund could be used to add a pier for ferry access.
- Each PILOT generates approximately \$100,000 per year with 2 in place and 2 coming online that would be \$400,000 per year, correct? (J Moody) Yes, if we collect from all that would be about right.
- Was there any discussion on placing 50% instead of 100% in this fund? (C Merrill) I do not believe the Selectmen debated that at all.

**Ethan Kusmin made a motion to recommend ATM Article 10 to Town Meeting. Harry Helm, second.**

#### Discussion/Comments:

- This idea feels like it is not quite ready for prime time. (E Kusmin)
- These are simply taxes which will be earmarked for a specific cause. These can go bad. Anyone with a cause could then seek earmarked funds. This would then remove capital projects from our full vetting process with CIC, Selectmen, Advisory & Finance and Town Meeting. (H Salerno)
- At the last meeting we discussed funds where we don't have a say over where it goes. I do not

- want to see funds set aside where we do not have a say. I can not support this. (M Sirrico)
- It does not make sense to earmark this since nothing prevents us from engaging in funding these projects at the town level without having to go through the state. Engaging in environmental projects is a good idea but we should not tie our own hands. These funds should be kept in the general fund and we should keep the flexibility. I am voting against this article. (K Canty)
  - The Entergy PILOT has not been mentioned. With the time period involved in changing the act at the state level, this is untenable. (H Helm)
  - I can't support this. The special legislation process takes 18 months to 2 years. (P O'Brien)
  - This kills the PILOT program. We can't take these off the tax roles. (H Salerno)

**The motion fails unanimously. (0-13-0)**

ATM 17 & 19 – Affordable Housing

Melissa Arrighi, Town Manager, presented ATM Articles 17 & 19. When the town takes property through tax title, they always consider whether the property may be a candidate for affordable housing. To qualify for the affordable housing program a family of four must have income but must make less than \$69,700. The state has set a goal of 10% affordable housing in each town. Plymouth is currently at 3.1%.

- ATM 17 – Affordable Housing – State Rd  
The town has officially taken 2106 State Road through tax title. The home was abandoned by both owners and the lending bank in 2012. The building is unoccupied and in disrepair. The site has been identified by the Affordable Housing Trust as a good location for an affordable home. Approval of this article would allow the Trust to officially obtain ownership of the property where they would rehab the property and market and sell as an affordable home. The home would be deeded affordable in perpetuity and count towards the town's subsidized housing inventory list.

Question:

Is there an ocean view from this property? (H Salerno) No.

**Patrick O'Brien made a motion to recommend ATM Article 17 to Town Meeting. Chris Merrill, second. The motion carries unanimously (13-0-0).**

- ATM 19 – Affordable Housing – Long Pond Rd  
The Town has officially taken 227 Long Pond Road through tax title. This home was abandoned in 2011 and is uninhabitable. The site has been identified as a great location for affordable housing. Approval of this article would allow the Trust to officially obtain ownership of the property where they would market it to builders to remove the run down, abandoned structure, clear the lot and build deed restricted affordable housing in perpetuity which would count towards the town's subsidized housing inventory list.

Questions:

- There was discussion at the Selectmen's meeting last night about the possibility of creating 2 affordable housing units on this site. Is that the case? (J Moody) The lot is 1.3 acres but includes some wetlands, so I am not sure at this point.
- Since the house was built in 1825 and the proposal is to demolish, would this fall under the Demolition Delay Bylaw? If so, how long does that process take? (J Moody) Yes, and that process takes up to one year.
- Are we sure it needs to be demolished? (J Moody) Yes, Bruce Arrons, Director of Community Development, confirmed that it would have to be demolished.

**Patrick O'Brien made a motion to recommend ATM Article 19 to Town Meeting. Chris Merrill, second.**

Comments/Discussion:

- Just noticed the building condition is "fair" yet it is uninhabitable and requires demolishing. (H Helm)

**The motion carries unanimously (13-0-0).**

Old/New/Other Business

#### STM 9 – Dog License Fines

Melissa Arrighi, Town Manager, presented STM Article 9. The Advisory & Finance Committee heard the dog license fee increase portion of this article previously but did not hear the dog license fine increase portion. The Town Clerk's Office proposes to increase the fine for Failure to License Dogs from \$50 to \$75. Before the fine is assessed, dog owners receive two letters inviting them to purchase a license. Approximately half of the fines are issued to individuals who have received fines previously. The Town Clerk believes that the increase to \$75 will convince many of them that timely licensing is a better option than payment of fines. It had always been \$50 so this would be the first increase.

Questions:

- This fine is monthly correct? (H Helm) Yes.
- Do they then receive notice monthly? (S Stephenson) Not sure but there are definitely reasonable standards and there is the ability to waive the fee in special circumstances like when they fail to notify us that their dog has passed away.

**Patrick O'Brien made a motion to recommend approval of revised STM Article 9 to Town Meeting. Patricia McPherson, second. The motion carries unanimously (13-0-0).**

#### ATM 9 – Capital

At last week's meeting there were questions about ATM Article 9. Many questions centered on the planetarium item, but there were other questions as well.

Dr. Gary Maestas, Superintendent of Schools, said that the planetarium was along with and within PCIS in 1972. He introduced Allison Reardon, Science K-12 Coordinator and Manager of the Blake Planetarium. She then spoke about the Article 9 request for \$230,320 to digitize the planetarium. The planetarium has not received updates since 1972 and it utilizes the original star ball for projecting onto the planetarium ceiling. This allows a view from Earth to the sky and can be moved to show 6-8 constellations. Science and technology have come so far since the 1970s. Digital systems allow not only a view from Earth to space, but from the moon to space, or the International Space Station to Earth, or even appear to be traveling through space. There are various programs available. These updates are very necessary. The digital system puts a projector in the middle of the planetarium with

a fish eye lens similar to an IMAX theater. It is a plug and play system which is easy to use. Teachers can be trained to use it so there does not have to be planetarium staff covering each event as there has been in the past. This model of training the teachers to use equipment is currently being done successfully at the Performing Arts Center at Plymouth North High School. A new digital system able to teach so many different topics would be a huge asset to the students of Plymouth. We could also bring in revenue with field trips from other towns, family shows in the evenings, and even marketing events to tourists. Our planetarium has 60 seats and planetariums typically charge \$10-\$12 per visitor. It could create a significant revenue stream.

#### Questions:

- How much is the planetarium currently utilized? (S Stephenson) 95-98% of Plymouth students, grades K-8, visit the planetarium each year. There are some outside groups like homeschool associations that come and pay \$100 per show. We would see a lot more usage if the equipment were updated.
- What is the cost moving forward? (C Merrill) Our current service contract is \$6,000 per year. It will be \$8,000 per year with the new equipment. The system will come with 2 lamps after that replacement lamps are approximately \$800 each. There is no additional upkeep other than general maintenance.
- How much does the part time planetarium director getting paid and are you able to retain them since it is only part time? (S Joyce) It was a 20 hour a week position and paid about \$30,000 per year plus healthcare. Years ago the director stayed for 15-20 years. Recently they have not stayed as long. The current director is a certified physics teacher that is working on his masters so the part time work schedule works well for him.
- What is the feasibility of moving this equipment to another school? (S Joyce) The projector is movable but you would need a planetarium ceiling for it to work.
- At the rate of \$100 per show it would take a long time to receive a return on the investment. (S Joyce) \$100 is what we currently charge the outside groups. For evening programs, we could charge what we wanted. If we did \$10-\$12 per person we could bring in \$600-\$800 per show and if we do that 5-10 nights a month, that is a significant amount of money. We would not charge other school groups as much as that so we would have a different day rate versus night rate.
- You mentioned that there are various programs available to use with the projector. How would this help the Plymouth Public Schools curriculum? (M McGraw) The grade 3 curriculum focuses on the solar system so all students could come for the 1 hour program on the solar system. Not only can the system be used for astronomy but there are also applications where it can be used to teach anatomy and physiology, geography, social studies, biology, earth science, oceanography, so many options.
- When this is up and running would you hire additional part time help? (H Helm) No, our teachers that are interested would be trained and we would find people willing to work night events.
- Have you tried to secure grants for this project? (K Canty) We tried and have been turned away. We are asking for an amount that is too large for some grants and too small for other grants. It is in the middle. Once we get it up and running with the original capital investment, we can seek grants to add program and applications to supplement our curriculum.
- As far as the increased revenue potential, would that revenue go to the schools? (H Salerno) Dr. Maestas answered that revenue generated would go into a designated fund for the maintenance and repair of the planetarium, just like the current fund for the performing arts center is used. Ms. Reardon added that the fund could also pay licensing fees for the additional programs and applications.
- This does not address the long term regarding new applications or new technology if the digital

system is obsolete soon? (H Salerno) While the projection unit gives them clarity of images, the whole planetarium experience is a remarkable teaching tool.

- What is the resolution of the new projector? (K Canty) Looking at quotes in the mid to upper end, the resolution is 2560 x 2560 with 30,000 hours of life.
- Thinking about expanding opportunities for school children, could students create a show to use on this projector? (J Moody) Yes, and it would take 30 minutes to reformat for the projector to show it on the ceiling. The possibilities are endless.
- How many schools in Massachusetts have planetariums? (C Merrill) Not sure. There is 1 that is not used in Carver. We have children that come on field trips from as far away as Quincy.
- Could local universities utilize this planetarium? (C Merrill) Yes, we could pitch it to anyone.
- Do you do outreach with the Museum of Science? (S Joyce) 5 years ago we did. With the new system, if you create a program you can also rent it out so we will open dialog with them again.
- Will the equipment be purchased at list price? (S Joyce) It will go out to bid.
- Can you fundraise? We currently fundraise \$40,000 for the robotics program. The planetarium would not be as big a draw for fundraising.
- Will you gain space with the new projector? (P McPherson) The new system is smaller. Once the old equipment is removed we may be able to add a few more chairs. The only other thing we would need to make the switch is add new wiring for sound.
- Could the planetarium be used for event space like weddings? (P McPherson) We may be able to add some opportunities for rental for events.

Questions regarding other school items on the Article 9 list:

Are the other items part of the school building capital maintenance plan? (S Joyce) Yes, they are all part of that plan and they are phased.

**Marcus McGraw made a motion to remove A17 – Planetarium from the list of recommended projects. Kevin Canty, second.**

Discussion/Comments:

- Ethan Kusmin said as Advisory & Finance's Representative to the Capital Improvements Committee, that committee spent 10 hours hearing presentations and ranking the projects then the Town Manager spent time on the list and making funding decisions. It is unusual to remove items from the list and may open a can of worms.
- John Moody said that it is unusual but Advisory & Finance should scrutinize these items. While CIC ranks them and the Town Manager chooses which to fund, we make recommendations to fund to Town Meeting. We may look at coming up with a new process in the future.
- I love planetariums but debate whether we should fund this this year with all that is going on. (H Salerno)
- Analogy that no one wants big video tapes to watch in their car anymore. Planetarium needs updating. Fully support this project, it is important for the children, it offers huge revenue potential, can offer help seeking grant opportunities. (B Cavacco)
- I remember my trips to planetarium as a child, it is a fantastic resource and it is time to upgrade. (P O'Brien)
- It is a good project but with adding Full Day Kindergarten this year too and the school not willing to cut anything from its budget, the planetarium is supplemental, we are not taking away we are choosing not to add. (K Canty)
- I saw Mr. Blake work his magic in the planetarium as a child and will always remember it. When we talk return on investment, it is not all about the money. Look at what it does for the community. After hearing about the capabilities and possibilities I support the investment. (M Sirrico)

- I support removing this item from the list. Right now with Entergy's announcement and the sewer failure, we have a responsibility to the taxpayers. (H Helm)
- In speaking with students, parents and teachers, they do not think the timing is right for this project. It is a nice to have but not a need to have. (M McGraw)
- We are far behind with STEM curriculum and opportunities. At first I thought this was a lot of money. The role of education is to inspire children. This is a great investment in their future. (S Stephenson)
- Also, it provides more value than revenue. We are facing the worst heroin epidemic, if this can inspire one child and keep him/her engaged, it is worth the investment. (P O'Brien)

**Motion to remove item A17 from the list of recommended projects fails (4-8-1). Harry Helm, Kevin Canty, Marcus McGraw, Shelagh Joyce, in favor. Harry Salerno, abstained.**

Dr. Maestas said that he knows Advisory & Finance has had two tough nights discussing the budget. He thanked them for their due diligence and all the work they have done and for their support. He knows there is a tough road ahead and will work together moving forward.

Shelagh Joyce asked if they had a chance to look at staggering the start of some programs to January instead of September to come up with some budget savings as she asked at the last meeting. Dr. Maestas said that is difficult to do in a school system. It is hard to start a program half way through the year. They have not had a chance to discuss it but will at their next School Committee meeting.

Other ATM Article 9 Questions for the Town Manager:

- Are all of the Memorial Hall items part of a long term plan? (S Joyce) Yes, they are part of the Facility Maintenance Report and Plan. The projects are phased in annually and over a long period of time. Any specific questions can be directed to Dennis Westgate, Assistant DPW Director.
- The beach wheelchairs will not be stored in the restrooms at Plymouth Beach will they? (S Joyce) They are stored in the life guard equipment storage shack near Sandy's.
- Is item #38 tied into the current sewer issues? (S Joyce) No, those items were requested long before the sewer break.
- Are they still needed now with the sewer break and upcoming repair? The Article 9 sewer requests add up to about \$3 million. We have had issues with the grit removal system from the start. (S Joyce/H Helm) Yes they are still needed. Upgrades to the Water Street Pump Station need to occur regardless. Questions are delicate with regard to our contract with Veolia. Reach out to me one on one with your questions in that area.
- Should we rely on a report from Veolia that says the pump station needs upgrades, or seek a second opinion? (H Salerno) The pump station needs upgrades regardless of any of the sewer repair options selected. We will hear about those repair options next week.

There was discussion about maybe pulling the sewer items out for now and waiting until next week, books go to print before next week, trust sewer projects will be done in order that they make most sense and efficiency, if we approve and then project does not move forward the borrowing would be rescinded and funds would not be used, should move forward with funding because there is work that has to be done regardless of sewer main repair. There was no motion made to remove the sewer items.

There was also discussion about Item A36 – CAD RMS system for the Police Department. Current system is 25 years old, this would help modernize and streamline current process to tie in all police work daily (calls, actions, identities, remarks, use of departmental assets, everything), can't imagine a

modern police department operating with a system and equipment that is 25 years old, look forward to the day we have new procedures for Article 9.

**Patrick O'Brien made a motion to recommend ATM Article 9 to Town Meeting. Betty Cavacco, second. The motion carries unanimously (13-0-0).**

#### ATM 7A-E – FY2017 Budget

After entering all of the budget edits from the Budget Hearing on February 24, 2016, we have budget totals to be voted:

Article 7A: Operating Budget (Town, School, Fixed Costs, Debt): \$197,740,657

**Patrick O'Brien made a motion to recommend Article 7A to Town Meeting. Harry Helm, second. The motion carries unanimously (13-0-0).**

Article 7B: Water Enterprise: \$3,529,243

**Patrick O'Brien made a motion to recommend Article 7B to Town Meeting. Ethan Kusmin, second. The motion carries unanimously (13-0-0).**

Article 7C: Sewer Enterprise: \$5,526,327

**Betty Cavacco made a motion to recommend Article 7C to Town Meeting. Patrick O'Brien, second. The motion carries unanimously (13-0-0).**

Article 7D: Solid Waste Enterprise: \$2,205,124

**Patrick O'Brien made a motion to recommend Article 7D to Town Meeting. Betty Cavacco, second. The motion carries unanimously (13-0-0).**

Article 7E: Airport Enterprise: \$2,608,646

**Christopher Merrill made a motion to recommend Article 7E to Town Meeting. Kevin Canty, second. The motion carries unanimously (13-0-0).**

#### ATM 1 – Elections & TM

The Advisory & Finance Committee voted unanimously on 1/20/16 to recommend ATM Article 1 to Town Meeting. State law says it is legal to include the Warrant for the Election on the Town Meeting Warrant as long as the election falls within 35 days (5 weeks) of Town Meeting. This year the election is 6 weeks after Town Meeting so the article has been withdrawn.

**Patricia McPherson made a motion to rescind the action taken for ATM Article 1. Harry Salerno, second. The motion carries unanimously (13-0-0)**

#### ATM 3 – Revolving Funds

The Advisory & Finance Committee voted unanimously on 2/24/16 to recommend ATM Article 3 to Town Meeting. Since then one change has been requested. The Cemetery Repair & Beautification Fund is requesting an increase to its spending limit from \$12,000 to \$26,734. They are adding two additional seasonal employees to help maintain the town's cemeteries. The Town Manager had approved these new positions and asked that they be pulled from the operating budget and be funded from the Cemetery Repair and Beautification Fund. This was reflected in the operating budget but not the revolving fund budget.

**Harry Helm made a motion to recommend approval of ATM Article 3 as revised. Patrick O'Brien, second. The motion carries unanimously (13-0-0).**

### ATM 35 – Plastic Bags

On January 27, 2016 the Advisory & Finance Committee voted 11-1-0 to postpone voting on Article 35 to March 2, 2016. At that time, there was a motion on the table made By Harry Helm and seconded by Kevin Canty to recommend ATM Article 35 to Town Meeting. The petitioner has since decided to request No Motion No Action and tray again in the fall with added bylaw language.

**Harry Salerno made a motion to recommend No Motion No Action on ATM Article 35. Christopher Merrill, second. The motion carries unanimously (13-0-0).**

### Old / New / Other Business

Harry Salerno, Advisory & Finance Committee Member as well as Chairman of the Charter School in Plymouth, shared some information regarding charter school finances which he felt needed to be explained in response to comments made earlier during public comment. Charter schools do not receive state funding or reimbursement to build new schools like the public schools do. The cash shown on the balance sheet is surplus that has been saved over the life of the school to buy property to build a new school. The state auditors have a formula and use it every year to check the surplus. If they determine the surplus exceeds the amount allowed, the excess surplus would have to be returned to the state.

It may be helpful to receive additional information about the charter school to receive detailed accounting information and have a chance to address concerns and issues and ask questions. Can we do that at a meeting in the future? (K Canty) Harry Salerno said the charter school would be happy to do that. John Moody agreed it would be fair and reasonable to hear from the charter school in response to comments made earlier in the night and information distributed during public comment regarding the charter school.

**Betty Cavacco made a motion to start the March 9<sup>th</sup> meeting at 6:30PM instead of 7:00PM. Scott Stephenson, second.**

Several committee members said that would be particularly difficult for those commuting from Boston.

**The motion to meet at 6:30PM on Wednesday March 9 carries (7-5-1). Ethan Kusmin, Marc Sirrico, Mike Lincoln, Harry Helm, Patrick O'Brien, opposed. Harry Salerno, abstained.**

### Meeting Minutes

January 5, 2016: **Harry Helm made a motion to approve the minutes of the 1/5/16 meeting. Betty Cavacco, second. The motion carries (12-0-1). Harry Salerno, abstained.**

January 20, 2016: **Christopher Merill made a motion to approve the minutes of the 1/20/16 meeting. Patrick O'Brien, second. The motion carries (12-0-1). Patricia McPherson, abstained.**

January 27, 2016: **Harry Helm made a motion to approve the minutes of the 1/27/16 meeting. Kevin Canty, second. The motion carries (11-0-2). Christopher Merrill, Ethan Kusmin, abstained.**

February 3, 2016: **Patrick O'Brien made a motion to approve the minutes of the 2/3/16 meeting. Betty Cavacco, second. The motion carries (12-0-1). Patricia McPherson, abstained.**

February 10, 2016: **Kevin Canty made a motion to approve the minutes of the 2/10/16 meeting. Patrick O'Brien, second. The motion carries (12-0-1). Harry Helm, abstained.**

**ADJOURNMENT**

**Kevin Canty made a motion to adjourn. Betty Cavacco, second.  
The motion for adjournment carries unanimously (13-0-0).  
The meeting adjourned at 9:52PM.**

Respectfully submitted,  
Kere Gillette