

**TOWN OF CUMBERLAND
PLANNING BOARD MEETING MINUTES
Tuesday, March 19, 2019 – 7:00 pm**

A. Call to Order: Chairman Auclair opened the meeting at 7:00 pm.

B. Roll Call: Present: Paul Auclair, Bill Kenny, Steve Moriarty, Jason Record, Joshua Saunders, Ann Sawchuck & Peter Sherr. **Staff:** Christina Silberman - Administrative Assistant, William Shane - Town Manager. **Absent:** Carla Nixon - Town Planner.

C. Approval of Minutes of the February 19, 2019 Meeting (Approval of the minutes occurred after the report on staff site plan approvals, item D1): Changes to the draft minutes were reviewed. Ms. Silberman will review the recording of the February 19, 2019 meeting to clarify the language on page 3 where Mr. Record asks Mr. Licht about legal access between phase one and phase two. Mr. Kenny moved to table the minutes, seconded by Mr. Saunders and **VOTED, 7 yeas, unanimous - motion carries.**

D. Staff Site Plan Approvals:

1. Minor Staff Site Plan approval for a 20' x 25' sugar shack for Jeffrey Storey on land owned by Kay Fowler, Springbrook Farm, 168 Greely Road, Tax Map R04, Lot 32. Chairman Auclair reported that a minor staff site plan approval was granted by Town Planner Carla Nixon for a 20' x 25' sugar shack for Jeffrey Storey on land owned by Kay Fowler, Springbrook Farm, 168 Greely Road, Tax Map R04, Lot 32. There were no comments from the Board.

E. Minor Change Approvals:

F. Hearings and Presentations:

Chairman Auclair noted that he has been asked to start with Item #2. There were no objections from the Board.

2. Presentation regarding the Town's Stormwater Management Program, Laura Neleski, Administrative Assistant, Public Services Department.

Laura Neleski, Administrative Assistant of Public Services, greeted the Board and said she has been before the Board several times in the past doing this presentation and she will hit some highlights.

Ms. Neleski referred to the website for the Town and said that there is a stormwater page on the website. Ms. Neleski said that there is a great deal of information there with past permits, presentations and annual reports.

Ms. Neleski reported that stormwater is precipitation or melted snow flowing over the land. Rain and snow that fall on paved streets, lawns, parking lots and sidewalks picking up sediment, oil, salt, fertilizers and other debris becomes polluted stormwater. Polluted stormwater can run into streams, lakes and the ocean.

Ms. Neleski said that in a broad view, the Clean Water Act and other legislation has led to stormwater permits being required for some communities to ensure that communities are taking the necessary steps to safeguard our waters.

The Town of Cumberland's Stormwater Permit applies to the UA (Urbanized Areas) within the MS4 (Municipal Separate Storm Sewer Systems) determined by the 2010 Census. Ms. Neleski displayed a map showing the Town's Urbanized Area that also shows Yarmouth and the beginning of Falmouth. Ms. Neleski said that most Town departments have a role in the MS4 Permit ensuring that the Town is doing everything they can to meet the six primary minimum control measures that are required.

Ms. Neleski said that it is important to note the role the Planning Department and Planning Board plays in the process. In general, projects that disturb over one acre of ground that are located in the UA under the Town's permit are required to take additional steps to ensure compliance with the Town's permit requirements. These steps include signing maintenance agreements, conducting inspections and annual certifications to the Town that the stormwater infrastructure has been maintained that was put in and approved by the Planning Board. Ms. Neleski explained that in addition to adhering to the Town's permit, the stormwater approval process is to encourage things that allow the Town to keep our waters clean and to bring awareness to problems such as tracking sand, salt and other debris into the road that can be washed into the water drainage system.

Ms. Neleski reported that the DEP (Department of Environmental Protection) administers Maine's permit for the EPA (Environmental Protection Agency). The Town is currently on an extension of the 2013 to 2018 permit while the DEP writes a new permit. The DEP estimates that the new permit might be ready to go into effect in July, 2020. The Planning Board's role will not diminish with the new permit and the Town will have to wait and see how much the Board's role may increase with the next permit cycle. Ms. Neleski suggested that if the Board is wondering how much of a role there is in the stormwater permit process to go to the Town website and view one of the permits and annual reports.

Chairman Auclair said that when the Board reviews the applicants' information there are usually some very complex calculations regarding stormwater and he asked if this is checked by the Town Engineer. Ms. Neleski answered yes, the Town has Engineers to review the information and sometimes the applicants have their own private Engineers.

Mr. Saunders asked if projects outside of the urbanized area require stormwater analysis. Ms. Neleski said that these projects might require analysis and will require the same Chapter 500 under State requirements. Projects that are located in the UA have to go above and beyond.

Mr. Kenny referred to projects that have an annual requirement to send the Town a report and asked if there is a transitory file to check to make sure this is done. Ms. Neleski replied that she sends a reminder with a sixty day notice that the report is coming due. On the day the report is due she has another notice that goes out with a 30 day notice. If the report is not submitted after this, the Code Enforcement Officer becomes involved.

Chairman Auclair thanked Ms. Neleski for the report.

1. Public Hearing: Recommendation to the Town Council to amend Sections 315-4, 315-18, 315-43, 315-47, 315-56(G) and 315-71 of the Zoning Ordinance.

Chairman Auclair introduced the item.

Town Manager Bill Shane explained that these amendments are housekeeping as a result of the update to the Subdivision Ordinance and are recommended by the Town Attorney.

Chairman Auclair opened the Public Hearing. There were no comments from the public. Chairman Auclair closed the Public Hearing.

Mr. Moriarty moved to recommend to the Town Council that the proposed amendments to Section 315-4 of the Zoning Ordinance to: 1 - change the term "Clustered Residential Development" to "Clustered Subdivision", 2 - insert the proposed definition of Conservation Subdivision, 3 - to delete the existing definition of a Dispersed Residential Development or Subdivision and 4 - to change the term "Traditional Residential Development" to "Traditional Subdivision" be made, seconded by Mr. Saunders and **VOTED, 7 yeas, unanimous - motion carries.**

Mr. Moriarty moved to recommend to the Town Council that Section 315-18 of the Zoning Ordinance be amended at paragraph F.4.f to refer to Chapter 250 Subdivision of Land Section 250-36 in lieu of Section 250-32, seconded by Mr. Saunders. Mr. Saunders asked if the ordinance will allow conservation subdivisions in other zones. Chairman Auclair said no, conservation subdivision is restricted to RR1 and RR2. The motion was then **VOTED, 7 yeas, unanimous - motion carries.**

Mr. Moriarty moved that the Board recommend to the Town Council that Section 315-43 be deleted in its entirety and in its place the same numbered section be titled "Clustered, conservation and traditional subdivisions" and that the text of this subsection consist of the following sentence, "Clustered, conservation and traditional subdivisions shall be allowed as set forth in Chapter 250, Subdivision of Land", seconded by Mr. Saunders. Mr. Saunders said this says conservation subdivision is allowed in the Village Mixed Use by this language but the underlying ordinance says it is not allowed. Chairman Auclair replied that subsection 18 is Village Mixed Use and 43 is a separate item. Subsection 43 is not subservient to subsection 18. Mr. Saunders replied that this answers his question. The motion was then **VOTED, 7 yeas, unanimous - motion carries.**

Mr. Moriarty moved that the Board recommend to the Town Council that Section 315-47.B(3) be amended such that it refers to Section 250-34 in lieu of 29, seconded by Mr. Saunders and **VOTED, 7 yeas, unanimous - motion carries.**

Mr. Moriarty moved that the Board recommend to the Town Council that Section 315-56 titled Mobile home parks be amended in paragraph G.1 such that it refers to Article X of Chapter 250, Subdivision of Land, in lieu of Article IV, seconded by Mr. Kenny and **VOTED, 7 yeas, unanimous - motion carries.**

Mr. Moriarty moved that the Board recommend to the Town Council that Section 315-71.A(1) be amended such that it refers to Section 250, Subdivision of Land under

Section 250-15 or Section 250-16 and Section 250-45 and that it be amended to refer to Articles VII, VIII, IX and X, seconded by Mr. Saunders and **VOTED, 7 yeas, unanimous - motion carries.**

2. Presentation regarding the Town's Stormwater Management Program, Laura Neleski, Administrative Assistant, Public Services Department. This item was taken out of order and heard prior to Item 1, see the beginning of section E.

3. Presentation by Town Manager William Shane on the proposed Capital Improvement Plan for Fiscal Years 2020-2025.

Chairman Auclair introduced the item.

Town Manager Bill Shane explained that the Town Charter requires the Planning Board to give a recommendation to the Council on an annual basis related to the capital improvement program. Each year the Town has a capital budget which comprises basically everything that the Town does outside of the Town Hall building.

Mr. Shane reviewed the CIP categories that the Town focuses on each year, see below;

	2018	2019	2020	% To	TARGET	2021	2022	2023	2023
	ACTUALS	ACTUALS	PROPOSED	GOAL	GOAL	FUTURE	FUTURE	FUTURE	FUTURE
Town Buildings Reserves	\$50,000	\$50,000	\$50,000	40.00%	\$125,000	\$60,000	\$70,000	\$80,000	\$90,000
Environmental Reserves	\$32,000	\$32,000	\$32,000	100.00%	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000
Equipment Reserves	\$336,000	\$467,300	\$489,256	82.92%	\$590,000	\$500,000	\$515,000	\$530,000	\$545,000
Road Paving	\$275,000	\$150,000	\$199,805	87.48%	\$800,000	\$225,000	\$250,000	\$275,000	\$300,000
Major Future Projects	\$50,000	\$50,000	\$50,000	50.00%	\$100,000	\$50,000	\$50,000	\$50,000	\$50,000

Mr. Shane said that these five categories are where the bulk of the funding is dedicated to on an annual basis. Over the years, the Town has gotten much closer to the target goals. Mr. Shane said overall, the picture is going well. The grand total of the capital program will rise from about \$1,000,000 to about \$1,500,000 in the next five years. Mr. Shane noted that in 2003, the Town was closer to \$350,000 to fund all of the capital. A comprehensive plan has been put together and is working well. Capital improvement includes paving/grinding roads, fire trucks, police cars, snowplows and Broad Cove Reserve with the wharf.

Mr. Shane said that in the next five years, big projects are to continue to replace equipment, pave roads and deal with environmental reserves such as the stormwater management plan. Mr. Shane outlined capital plans for changes related to the Public Works facility. Mr. Shane described changes to the council chambers to expand the voting area, expansion of the Town Hall parking lot and moving the food pantry. Mr. Shane said that this allows for additional space to reconfigure the Police Department and additional meeting room space in Town Hall. Changes to the Police Department are proposed to cost \$750,000. There is a proposal for a new ladder truck for about

\$1,500,000. A \$5,000,000 bond is expected to happen in 2023. Renovations to the Police Department would happen shortly thereafter. Mr. Shane noted that there are potentially three to four fire trucks coming up for replacement in the next five to seven years.

Mr. Shane reviewed the equipment replacement list and noted some items will be partially funded this year and the balance funded in the next year. Mr. Shane displayed the paving plan schedule and said the Town is aggressively focused on three areas to complete within the next three years. The Town Council has instructed staff to focus on the neighborhoods in the next few years.

Chairman Auclair asked how many years before the solar farm improvement costs begin or buy back occurs. Mr. Shane replied that it will be six years. The solar farm will be up and running by the end of June. Mr. Shane reported that a proposal before the State Legislature is an expansion to the solar plan to move from .6 megawatts up to 2 megawatts and to allow up to 200 users from the current 9 users now. Mr. Shane referred to the Town solar farm and said that for six years, the Town pays a third party for the electrons that are generated on the landfill area. After six years, the Town will be able to buy the solar farm and then the Town will save between \$80,000 and \$100,000 in electrical costs for an expected life of thirty five years. The inverters would be the only replacement costs every thirteen years and this would be about \$25,000.

Chairman Auclair asked if the bonds that Mr. Shane listed would go to vote and Mr. Shane replied that they do not.

Mr. Saunders asked for clarification on the percentage to goal for road paving. Mr. Shane explained that what isn't shown is \$500,000 coming in from TIF money. Mr. Saunders referred to Longwoods Road/Route 9 and asked if it is on the list for paving. Mr. Shane replied that a portion of Route 9 from Tuttle Rd. almost to Turkey Ln. will be done this year. Route 9 is a State road and the Council has asked the Town to focus on local roads.

Mr. Kenny referred to a strip of rough road and asked if this would be fixed. Mr. Shane said all three railroad tracks have temporary crossings today and will be dug up and replaced this summer. On Tuttle Rd., the Town tried to work with the new developer of the Christmas tree farm because there will be a water and sewer line coming in so rather than dig up the road again, the Town held off on this piece of road. The pavers were supposed to shim this 300 to 400 feet but winter set in too quickly and the pavement plant closed and the pavers were not able to get there.

Mr. Sherr asked if, when Mr. Shane refers to paving, he is talking about an overlay and not full reconstruction of roads. Mr. Shane replied that unfortunately road reconstruction costs are almost one million dollars per mile and the Town cost is for \$150,000 to \$170,000.

Mr. Record asked what the review process is for roads to be on the list. Mr. Shane replied that the Town used to do pavement condition ratings but this never worked. Roads that are more highly traveled would get paved before subdivision roads. The Town has been divided into twelve neighborhoods and the Town tries to get to each neighborhood within a fifteen year cycle and then will start over again. Mr. Shane

continued that the Town is trying to catch roads before they get to a really bad state. When pavers are jumping all over town from West Cumberland, to the Foreside and back to the Center to follow a number, it didn't work well and increased paving costs. Most of the Town's roads are neighborhood roads and these were getting missed when the Town kept going back to major roads like Greely Rd., Middle Rd. and Main St. The Town Council approved more money back in 2011 to try to catch up. The Town is working on the west side of Town this summer and then will creep towards Main St. and then will head towards the foreside. Many roads are in need of a total rebuild but there is no money for that. The Town is overlaying roads and adding drainage where they can. There is damage to the roads from heavy truck traffic and by inadequate construction when the road was originally built. Mr. Shane said that there are 80 miles of public roads in Town and \$80,000,000 for reconstruction costs is not realistic. The next significant road project is probably Greely Road and this is probably eight to ten years out.

Mr. Shane said that there are projects like the water main in West Cumberland that is being fed by a pump station. This needs to change in the next decade. The Town needs another water tank to supply the West Cumberland water system. Mr. Shane said that he thinks this will be the next big project.

Chairman Auclair asked who people should call if they find a hole that could break an axle. Mr. Shane said people should call Town Hall or the Police Department depending on when they see it. Under State law, the Town has 24 hours to fix the defect.

Chairman Auclair opened the Public Hearing. There were no comments from the public. Chairman Auclair closed the Public Hearing.

Mr. Moriarty moved that the Planning Board recommend to the Town Council the Capital Improvement Plan presented to the Board tonight by the Town Manager, seconded by Mr. Kenny and **VOTED, 7 yeas, unanimous - motion carries.**

4. Review of Section 118 -9 (*Growth Management Ordinance – Periodic Review by the Planning Board*). Presentation by Town Manager William Shane on recommendation by Town Staff that there be no changes to the current ordinance.

Chairman Auclair introduced the item.

Town Manager Bill Shane reported that the Town's Growth Ordinance allows for 65 homes to be built every year and an additional seven to be built for habitat homes.

Mr. Shane reviewed a chart of activity showing the number of growth permits and the number of homes built over the last 19 years. Under the Growth Ordinance, 55 and older housing does not require a growth permit. Over the last 19 years, the Town has averaged about 43 homes built a year. Of those 43 homes, the Town has averaged about 28 growth permits a year. Mr. Shane said that the Town has built close to 300 units of 55 and older housing in the last two decades, which is fairly substantial.

Today the cap is 65 (growth permits) each year. The Town is allowed to borrow ten from last year and ten from next year. Mr. Shane said that if there were ever a huge

spike, growth permits issued in one year could hit 85. Mr. Shane added that the Town has not ever had to borrow from other years.

Chairman Auclair noted that one exception is contract zones and said that there can be children there. Mr. Shane replied that even with 55 and older there can be children.

Mr. Shane said that the staff's recommendation is for no change to the existing Growth Ordinance and there has not been any pressure to change, expand or decrease the number of growth permits.

Mr. Shane reported on growth in Town and on school enrollment.

Mr. Shane said that the Planning Board can revisit the Growth Ordinance at any time to make a recommendation to the Council and there are safety nets in place.

Mr. Moriarty referred to two homes at the end of Greely Rd. Extension and asked if, other than these, there are any other habitat houses in Town. Mr. Shane replied no. Mr. Moriarty said the last one was built about ten years ago so as a practical matter habitat houses really aren't happening. Mr. Shane replied that the value of Cumberland properties are a killer for habitat houses. Mr. Shane said that unless the Town has the ability to set aside land and not tax that land, property values for habitat houses will be a struggle forever in this community.

Mr. Moriarty asked if the homes built off Casco Bay Dr. count toward the annual growth permit. Mr. Shane replies yes, these homes were not age restricted and required a growth permit. Mr. Moriarty referred to the 25 acre parcel discussed at the workshop tonight and asked if homes were allowed to be built here, they would similarly require a growth permit. Mr. Shane said if they are not age restricted they would.

Mr. Saunders asked if there is any wisdom about what the impact of residential housing does. It always used to be that residential housing with kids ends up costing as much as the Town gets in tax income. Mr. Saunders asked if this may have changed because of the school funding formula. Mr. Saunders asked if there is a planning factor that is used to see if there is a net positive or a net negative. Mr. Shane said that Cumberland's tax bill reflects \$10,000 to \$11,000 per student. The average house of \$405,000 has a tax bill of \$7,000 to \$8,000. Basically about 1.5 houses are paying for one student. Mr. Shane said there are about 150 kids that live in Cumberland that go to school outside of Cumberland. The Town gets so much money per pupil from the State as well. Mr. Shane noted that the Town does not have the capacity in our schools that the Town had five or six years ago.

Mr. Record asked if the Town is able to tie the growth numbers to the impact on the schools to see how many kids came from the growth permits and what the real effect was. Mr. Shane replied that this information is not given, primarily for security reasons, but information is given based on bus routes. Mr. Record said that the Town doesn't have the ability, looking five years out, to tie what we have for kids coming into the schools to the permits that we give out to sort of meter the effect. Mr. Shane replied not really. The Town does know what the birth rates are each year and used to take this and know, in four or five years out, this would be the next kindergarten class but this doesn't work anymore. Mr. Shane added that now more than half of the kids that come into the Greely district are coming in all over the spread of the grades and there is not

an easy formula anymore. The Town does its best to work with the school to try and give them a snapshot but until the kids are enrolled it is hard to know for sure. Mr. Record asked where the 96 apartments are shown in the chart. Mr. Shane said that he doesn't think they are included on the chart but if they are it would be over the 2013-2016 period. Mr. Shane noted that the apartments were required to pay growth permits and impact fees as well.

Mr. Moriarty commented that when we speak about growth in Town we often tie it directly to school costs. The Board, and probably the Council as well, is hearing more and more concern about traffic levels with respect to some of the development. Mr. Moriarty said that it occurs to him that in addition to education costs the higher the rate of development, the more impact on the roads, public services and probably on the fire and rescue people in particular. As there are more and more senior living projects there's going to be more impact there. Mr. Shane agreed. Mr. Moriarty said this is at a time where there is a down tick in the number of volunteers.

Mr. Moriarty said that he honestly thinks that the 65 permit number needs to be revisited. The permit number started at 44 when the Growth Ordinance first came into existence. Mr. Moriarty added that there's more than just the school in play in his judgement. The Town has to look at broader impacts Town wide and whether the resulting growth, traffic and use of public services is sustainable. Mr. Moriarty said that 65 is a lot.

Mr. Kenny asked if the Town still uses the figure that for every 75 senior houses the Town needs another ambulance. Mr. Shane said no, this would be a lot of ambulances. The Town is doing okay on the call rate and it has increased. Mr. Shane said that the Town is in the same position as our neighbors. Everyone is trying to keep rescue services moving. Paramedics are at a premium and this is the biggest challenge. Everyone needs the same people, everyone's communities are getting older and everybody is getting similar calls. Mr. Shane said about every ten years there is a plateau and the Town needs to increase staff. This is not just because of seniors, it is because of additional recreational lands, streets and traffic.

Chairman Auclair opened the Public Hearing. There were no comments from the public. Chairman Auclair closed the Public Hearing.

Mr. Record commented that he agrees with Mr. Moriarty. The Town should focus on sustainability and to make sure the Town is not growing too fast. Mr. Record said that instead of reviewing the growth permits every three years, maybe the Board should have the ability to look at this on a more frequent basis.

Mr. Moriarty asked if the Town Manager needs a motion. Mr. Shane said the Board can make a recommendation any time for a change. If there is no change being recommended than the Board can just say thank you. Mr. Shane said he would be happy to come back next year and annually if the Board wants him to.

Mr. Shane noted that a lot of what is coming in the pipeline for the Board now is primarily senior and would not be counted toward the growth permits.

Chairman Auclair noted that Town staff is recommending no changes.

Mr. Sherr referred to Mr. Moriarty's statement that he would like to revisit the number of growth permits from 65 and implied that he would like to see this number come down. Mr. Sherr asked if Mr. Moriarty has a number. Mr. Moriarty replied that he was here when the number was 44 plus seven and this worked pretty well. Mr. Moriarty noted that if the Board recommends to the Town Council that this be reviewed, it will end up coming back to the Board for a study.

Mr. Sherr said he was here when it went from 44 to 65. Mr. Sherr said that, as an Engineer, he is a numbers guy and if you look at the last couple of years on average the permits are at the 44 to 50 level. Mr. Sherr said from his perspective, he thinks the Town is okay.

Mr. Saunders said that he is hesitant to throw a number at it because the number feels too big. Mr. Sherr said that if there is a bump to 65, or 75 with borrowing, the Board can revisit it. Mr. Saunders said that to him, it is like throwing a dart at a board because he doesn't know what it should be. Mr. Sherr said that he would rather look at averages. Mr. Sherr continued that the Board has the flexibility to look at the growth and as long as the averages are just bumping along, he is fine with what the Town has.

Mr. Record said that the age restricted homes are not included because they don't affect schools but as the Town grows more and more this will impact the roads and rescue services and that sort of thing. Mr. Record asked if the senior houses should become part of the calculation instead of being excluded. Mr. Shane said that if the Board said tonight that they want to change the 65 and bring it back to 45, the ordinance still allows ten to go backwards and 10 to go forward and when he thinks about what is coming down the pike, the Town will not hit that number. Mr. Shane said that in the next five years, he doesn't really see a trend for big subdivisions. Ten and twenty lot subdivisions typically take a few years to build out. Mr. Shane said that he would not argue if the number dropped to 45.

Mr. Shane referred to Mr. Record and Mr. Moriarty's points regarding tying the growth permit to more than just under 55 housing and said it may be time to take a peek at this. Mr. Sherr replied that when you look at 55 plus housing, they are bringing great tax revenue and are probably a net positive over what is really costing the Town because they don't have children in school. It is the children in the schools that really shift to a net negative. Mr. Sherr said that the 55 plus is not a big burden and are more of a windfall for a tax base scenario. Mr. Shane replied that the Town needs to look at what is being impacted.

Councilor Bingham said that, having just gone through the budget, the school department is at 70% of the budget and 5% for the county. At the end of the day you are talking about, at most, 5% for fire and rescue and maybe another 5% for public works so for the money being generated on the 55 and older it is a huge positive. Councilor Bingham agreed that the Town should look at this more than every three years. Councilor Bingham said that based on his experience, this has worked.

Ms. Sawchuck asked if it is typical that ordinances like this don't restrict permits for seniors and Mr. Shane said yes, a lot are tied to the schools. Mr. Shane noted that not all communities have growth ordinances and impact fees but these are an exception.

Mr. Moriarty commented that manageable growth is the term by which the Board lives and functions and he wonders if a place like Market Decisions might have information available regarding the non-school associated costs with relatively robust growth. Mr. Moriarty noted that he is not asking for the Town to commission a study but wonders if there is any data to be shared. Mr. Shane said that he could check with the Greater Portland Council of Governments, a planning organization that the Town is a dues paying member of.

Chairman Auclair thanked Mr. Shane for the presentation.

G. Administrative Matters/New Business:

1. Review and adopt revised Planning Board Administrative Procedures.

Chairman Auclair reported that the Board has, over the last few weeks, revised and improved the administrative procedures that the Board follows.

Ms. Sawchuck noted that she sent a comment in and did not get a response. Ms. Sawchuck referred to page three and said last statement about the standard condition of approval doesn't make sense.

Chairman Auclair suggested the Board postpone action on this until the next meeting.

Mr. Moriarty moved to postpone action on this item, seconded by Mr. Kenny and **VOTED, 7 yeas, unanimous - motion carries.**

H. Adjournment: Mr. Sherr moved to adjourn the meeting at 8:38 pm, seconded by Mr. Kenny and **VOTED, 7 yeas, unanimous - motion carries.**

A TRUE COPY ATTEST:

Paul Auclair, Board Chair

Christina Silberman, Administrative Asst.