

Town of Rye

Budget Committee

December 21, 2017

(as amended and accepted at January 11, 2018 Budget Committee meeting)

Present (Budget Committee Members): Chair Jaci Grote, Vice Chair Margaret Balboni, Randy Crapo, Ralph Hickson, Clerk Peter Crawford via telephone, Ray Jarvis, Kevin Brandon, Alternate Shawn Crapo for the Rye Beach Village District. Others present: Michael Magnant, Town Administrator and Cyndi Gillespie, Town Finance Director. Also present were Karen Oliver, Library Trustee, Andy Richmond, Library Director, Lee Arthur, Recreation Director, Kim Reed, Planning and Zoning Administrator, Dennis McCarthy, DPW Director, Fire Chief Cotreau and Police Chief Walsh.

Chair Grote called the meeting to order at 6:30 pm and led the Pledge of Allegiance.

Because we have a member joining us by phone, all votes will need to be stated individually.

Jaci Grote: I would like to have a motion to change the work session item four to item two on the agenda. This is so people can go home if they wish not to stay. Can I have a motion?

Peggy: I make a motion to change the work session item four to two.

Jaci: Can I have a second?

Shawn: second

Jaci: All in favor?

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, Ray and Kevin

Peter: In favor via phone

Jaci: Cindy passed out the department packets and we will work with this for this meeting.

Cyndi: One of these is an update, second page, 4194-02 government buildings (town custodian).

Proposed budget \$51,499 previous budget is \$21,000. Difference is due to an increase in wages. We have a second part time person to consider.

Jaci: Do I have a motion to recommend?

Shawn: I move that we recommend \$51,499.

Jaci: Do I have a second?

Ralph: I second

Any discussion?

Peter: I could not hear what was said – I think I heard that the increase is due to the second part time person? Cyndi Gillespie confirmed.

Jaci: All in favor to recommend?

Jaci: All in favor?

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, Ray and Kevin

Peter: In favor via phone

Peter: We should do a role call for the votes – agree. Each member of the committee will vote individually. The minutes will reflect those votes.

Jaci: The second item is the fire department and the proposed budget is \$1,427,544.

Cyndi: The budget is changed by \$21,000 due to health insurance enrollments. One person added to their plan and two other employees selected different plans.

Jaci: Do I have a motion to recommend?

Peter: I assume, Cyndi, that if there is a decrease prior to final approval of the budget that you would also bring those to us? Chair Grote reiterates the question so everyone can hear it.

Cyndi: Open enrollment has closed and I do not anticipate any additional changes.

Mike Magnant: If the reverse were the case with the Fire Department, we would have brought it to you and asked you to lower the budget.

Jaci: Randy makes a motion to recommend.

Kevin seconds it.

Jaci: Any discussion? No discussion held, therefore the Chair calls for a vote from each member.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, Ray and Kevin

Peter: In favor via phone

Jaci: The next item is the Warrant Articles

We can go the warrant article and the first is to recommend \$100,000 for Highway Equipment Capital reserve.

“TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE THE SUM OF ONE HUNDRED THOUSAND DOLLARS (\$100,000) TO BE ADDED TO THE HIGHWAY CAPITAL RESERVE FUND CREATED IN 1994. THIS APPROPRIATION IS IN ADDITION TO THE OPERATING BUDGET. (MAJORITY VOTE REQUIRED)”

Jaci: Do we have a motion to recommend?

Ray: I move to recommend

Kevin: I second.

Jaci: This is a reoccurring warrant appearing in previous elections. Any discussion? No discussion held, therefore the Chair calls for a vote from each member.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, Ray and Kevin

Peter: In favor via phone

The Second article that appears before us refers to Employee Leave Fund.

“TO SEE IF THE TOWN WILL RAISE AND APPROPRIATE THE SUM OF FIFTY THOUSAND DOLLARS (\$50,000) TO BE PLACED IN THE EXPENDABLE GENERAL TRUST FUND KNOWN AS THE TOWN EMPLOYEES’ ACCUMULATED LEAVE FUND, ESTABLISHED PURSUANT TO RSA 31:91-a (sic) BY ARTICLE 14 OF THE 1990 RYE TOWN MEETING FOR THE PURPOSE OF FUNDING TOWN EMPLOYEES’ ACCUMULATED LEAVE ACCOUNTS. THIS APPROPRIATION IS IN ADDITION TO THE OPERATING BUDGET. (MAJORITY VOTE REQUIRED)”

Cyndi Gillespie confirmed that the fund balance is \$199,829.99 with a liability of \$474,244.61.

Jaci: I need a motion to recommend

Kevin made the motion to recommend – Ralph seconded.

No discussion held.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, Ray and Kevin

Peter: In favor via phone

Jaci: Next, we ask the Town to raise a sum of \$25,000 to the buildings maintenance expendable trust fund. This is for the major repairs to municipal buildings and is in addition to the operating funds and this is something we have also been doing.

“TO SEE IF THE TOWN WILL RAISE AND APPROPRIATE THE SUM OF TWENTY-FIVE THOUSANDS DOLLARS (\$25,000) TO BE ADDED TO THE MUNICIPAL BUILDINGS MAINTENANCE EXPENDABLE TRUST FUND ESTABLISHED BY ARTICLE 11 AT THE 2007 TOWN MEETING UNDER THE PROVISIONS OF RSA 31:19-a, FOR THE PURPOSE OF MAJOR REPAIRS TO MUNICIPAL BUILDINGS. THIS APPROPRIATION IS IN ADDITION TO THE OPERATING BUDGET. (MAJORITY VOTE REQUIRED)”

Peter: Seems the Selectmen had a question about this relating to the Town Hall painting? What was the outcome of that? Cyndi confirmed that the BOS approved the article for the warrant this year. Eighty thousand will be drawn from this fund, which currently has \$87,000. The total gross appropriation will be \$95,000, \$15,000 will be coming from taxation.

Mike Magnant: That warrant article has not yet been approved by the Selectmen, but that is the current plan.

Ray: Why are we considering painting the town hall when the question of its existence is still before the town? If the town hall is going to be torn down, why are we talking about paint?

Mike: We would not paint the building if the proposed petitioned warrant article passes.

Jaci: Let me remind the Committee that the only purpose of this article is only \$25,000 to the fund. It is not a discussion as to how the funds will be spent. May I have a motion to recommend?

Motion to recommend by Ralph with a second by Randy. Any discussion?

Peggy: Municipal buildings are all of the Town buildings except the Library that has its own fund. Correct? Cyndi confirmed.

In favor individually: Jaci, Peggy, Randy, Shawn, Ralph, and Kevin. Ray against.

Peter: In favor via phone.

Jaci: \$5,000 Rye building maintenance trust fund for the Rye public library.

“TO SEE IF THE TOWN WILL RAISE AND APPROPRIATE THE SUM OF FIVE THOUSAND DOLLARS (\$5,000) TO BE ADDED TO THE RYE PUBLIC LIBRARY BUILDING MAINTENANCE EXPENDABLE TRUST FUND ESTABLISHED BY ARTICLE 14 AT THE 2005 TOWN MEETING UNDER THE PROVISIONS OF RSA 31:19-a, AS A MAINTENANCE FUND FOR THE RYE PUBLIC LIBRARY BUILDING. THIS APPROPRIATION IS IN ADDITION TO THE LIBRARY’S OPERATING BUDGET. (MAJORITY VOTE REQUIRED)”

Jaci: Do I have a motion to recommend?

Randy: Why do they need a separate fund? Why does this not come out of the other municipal building funds?

Jaci/Peggy: Library has always had its own account.

Jaci: Motion to recommend was by Shawn - Kevin was the second.

Jaci: called for a vote.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, Ray and Kevin.

Peter: In favor via phone

Jaci: Next warrant article is to see if the town will appropriate \$45,000 for a new mower to replace the old mower. This is in addition to the operating fund. \$75,000 is currently in the fund.

“TO SEE IF THE TOWN WILL RAISE AND APPROPRIATE THE SUM OF FORTY-FIVE THOUSAND DOLLARS (\$45,000) TO PURCHASE A NEW MOWER TO REPLACE THE EXISTING AGING MOWER AND AUTHORIZE THE WITHDRAWAL OF \$45,000 (\$45,000) FROM THE HIGHWAY EQUIPMENT

CAPITAL RESERVE FUND CREATED IN 1994 FOR THIS PURPOSE. THIS APPROPRIATION IS IN ADDITION TO THE OPERATING BUDGET. THIS ARTICLE HAS NO CURRENT TAX IMPACT. (MAJORITY VOTE REQUIRED)”

Jaci: Can I have a motion to recommend? Ralph made the motion to recommend and Kevin seconded it.

Peter: Quick question, comparing to the CIP, one is \$5,000 over and one \$5,000 under. Are these the same two items?

Dennis: Yes, they are the same two items.

Jaci: asked for a vote.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, Ray and Kevin.

Peter: In favor via phone

Jaci: Warrant article for \$40,000 for the skid steer to replace the old skid steer. This is in addition to the operating budget.

Cyndi Gillespie said that the sentence “This article has no current tax impact” should be removed.

Jaci then reread the article as corrected.

“TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE THE SUM OF FORTY THOUSAND DOLLARS (\$40,000) TO PURCHASE A NEW SKID STEER TO REPLACE THE CURRENT FOURTEEN YEAR OLD SKID STEER. THIS APPROPRIATION IS IN ADDITION TO THE OPERATING BUDGET. (MAJORITY VOTE REQUIRED)”

Shawn moved to recommend the article as amended, and Kevin recommended it.

Jaci: asked for a vote.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, Ray and Kevin.

Peter: In favor via phone

Randy: Will voters know what a skid steer is?

Dennis: It is the machinery that we use to move the paper, cans, and bottle bins in the recycle center.

Jaci: That is what I call a fork lift mover.

Jaci: Next warrant article reads:

“TO SEE IF THE TOWN WILL VOTE TO ESTABLISH AN EXPENDABLE TRUST FUND UNDER THE PROVISIONS ON RSA 31:19-1 (sic), TO BE KNOWN AS THE LIBRARY EMPLOYEES’ ACCUMULATED LEAVE FUND, FOR THE PURPOSE OF FUNDING LIBRARY EMPLOYEES’ ACCUMULATED LEAVE AND TO RAISE AND APPROPRIATE THE SUM OF TEN THOUSAND DOLLARS (\$10,000) TO BE PLACED IN THIS FUND, AND TO DESIGNATE THE LIBRARY

TRUSTEES AS AGENTS TO EXPEND. THIS APPROPRIATION IS IN ADDITION TO THE OPERATING BUDGET. (MAJORITY VOTE REQUIRED.)”

Jaci: Karen would you like to expand on this?

Karen: The Library Trustees found themselves in a position last year that we did not have monies to be paid out for Tricia when she died so we needed to have some additional funds on hand. \$60,000 is our liability and we would like to raise \$10,000 a year.

Andy: The intent is to raise half of our liability, so this would be a repeated warrant article until we reached \$60,000.

Jaci: So can I have a motion to recommend? Ralph motioned and, Randy seconds it.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, Ray and Kevin.

Peter: In favor via phone

Jaci: The next warrant is for \$700,000 to replace the existing salt shed with a new salt shed.

“TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE THE SUM OF SEVEN HUNDRED THOUSAND DOLLARS (\$700,000) TO REPLACE THE EXISTING SALT SHED WITH A LARGER MORE EFFICIENT SALT STORAGE FACILITY TO ALLOW ALL SALT OPERATIONS TO BE UNDER COVER, AND AUTHORIZE THE WITHDRAWAL OF EIGHTY THOUSAND DOLLARS (\$80,000) FROM THE SALT/SHED STORAGE BUILDING CAPITAL RESERVE FUND CREATED IN 2005 FOR THIS PURPOSE, AND AUTHORIZE THE BORROWING OF UP TO SIX HUNDRED AND TWENTY THOUSAND DOLLARS (\$620,000) OF BONDS OR NOTES IN ACCORDANCE WITH THE PROVISIONS OF THE MUNICIPAL FINANCE ACT (NH RSA CHAPTER 33 AS AMENDED) AND TO AUTHORIZE THE SELECTMEN TO ISSUE AND NEGOTIATE SUCH BONDS OR NOTES, TO DETERMINE THE RATE OF INTEREST THEREOF, AND TO TAKE SUCH ACTIONS AS MAY BE NECESSARY TO EFFECT THE INSURANCE (sic), NEGOTIATION, SALE AND DELIVERY OF SUCH BONDS OR NOTES AS SHALL BE IN THE BEST INTEREST OF THE TOWN OF RYE, AND FURTHER, TO APPLY FOR AND ACCEPT AND EXPEND FEDERAL AND STATE GRANTS AND ANY PRIVATE DONATIONS TOWARDS THIS PURPOSE. (3/5 BALLOT VOTE REQUIRED.)

Jaci: Basically we have \$80,000 in the Fund and we need to borrow \$620,000. Do I have a motion to recommend? Kevin has made a motion to recommend. Randy has made a second.

Shawn: The numbers in the warrant article add up to more than a million dollars and some people might misinterpret this.

Randy: knowing that we have been thinking about doing something with the salt shed, do we have recommendations and do we know what those are?

Dennis: Yes, we did a master plan of the whole site. The recommendations were broad and referred to 750 to 1500 tons of salt, 1500 being what would be used in a year. We then scaled back to have a salt shed that works with the site and is within the 750 to 1500 ton target. It will hold three times as much salt as we can currently hold. It is in the Wellhead Protection Area. If we were putting it in as a new

facility, it would not be allowed, but we already have a salt shed in the Wellhead Protection Area so it is grandfathered. This will put the loading of the salt under cover. As long as the salt stays dry there should not be an issue. Discussion of the salt shed. It's out to bid. We will have a bid on January 18th. The cost is 50% for the site work and 50% for the fabric structure.

Peter: I have an inclination to vote no. If it comes down to way under the \$700,000 then we should look at it. The CIP Plan said \$225,000 and it is now \$700,000. Why is it increasing so much from what it had been estimated at just a couple of months ago?

Dennis: We never had a design or an engineer looking at the cost.

Peter: In my research I found a dome type structure that would hold 4000 tons for \$550,000 as a cost for this type of structure. It would handle five to six times what we're talking about, for less money.

Dennis: That would not allow the equipment to operate within the dome.

Jaci: I am going to call for a vote. Kevin has left at this time but we still have a quorum so I am asking for a vote. Kevin made a motion and Randy seconded it.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, and Ray.

Peter: Against via phone

Jaci: When we make these votes, we do have a responsibility to represent the voters, in my case I feel I need to let the voters to decide how they want to spend their tax dollars. If this does not pass, then that's their decision.

Peter: But I do think it's our job to research issues in order to assist the voters.

Jaci: Agree

Jaci: The next article, \$200,000 restructuring and repaving Shoals View Drive.

“TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE THE SUM OF TWO HUNDRED THOUSAND DOLLARS (\$200,000) FOR THE RECONSTRUCTION AND PAVING OF SHOALS VIEW DRIVE, A TOWN MAINTAINED ROAD, BETWEEN PARSONS ROAD AND OCEAN BOULEVARD AND AUTHORIZE THE BORROWING OF TWO HUNDRED THOUSAND DOLLARS (\$200,000) OF BONDS OR NOTES IN ACCORDANCE WITH THE PROVISIONS OF THE MUNICIPAL FINANCE ACT (NY RSA CHAPTER 33 AS AMENDED) AND TO AUTHORIZE THE SELECTMEN TO ISSUE AND NEGOTIATE SUCH BONDS OR NOTES, TO DETERMINE THE RATE OF INTEREST THEREOF, AND TO TAKE SUCH ACTIONS AS MAY BE NECESSARY TO EFFECT THE ISSUANCE, NEGOTIATION, SALE AND DELIVERY OF SUCH BONDS OR NOTES AS SHALL BE IN THE INTEREST OF THE TOWN OF RYE AND TO FURTHER, APPLY FOR AND ACCEPT AND EXPEND FEDERAL AND STATE GRANTS AND ANY PRIVATE DONATIONS TOWARDS THIS PURPOSE. (3/5 BALLOT VOTE REQUIRED) THIS APPROPRIATION IS IN ADDITION TO THE OPERATING BUDGET.

Jaci: Dennis, do you have any comments?

Dennis: Last year we voted for a warrant article authorizing \$125,000 to repave Shoals View. The bids for the design/build contract came in at \$256,000 because of the amount of ledge there. With the money voted, we have hired a contractor to structure the project and change the grades that are there to reduce the cost. We are looking to get the price down and reconstruct the road. It is an S shaped road and has a lot of curves. It needs to be structured with gravel and restructured. We are hoping that it will be less than \$200,000. Right now the project cost is \$238,000. We have spent \$38,000 on the engineering and are projecting \$200,000 for the road rebuild and paving.

Jaci: Motion to recommend.

Shawn made a motion to recommend Randy seconded it. Peter commented that the residents on Shoals View Drive deserve a road although this is costly.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, Ray and Kevin.

Peter: In favor via phone

Jaci: The last warrant article for tonight is the \$150,000 for a multipurpose recreational area, including a concession area and heated storage facility. This is in addition to the operating budget.

“TO SE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE THE SUM OF ONE HUNDRED AND FIFTY (\$150,000) TO CONSTRUCT A MULTI-PURPOSE RECREATIONAL STORAGE FACILITY AT THE RECREATION AREA THAT INCLUDES HEATED STORAGE, MAINTENANCE GARAGE AND A CONCESSION AREA. THIS APPROPRIATION IS IN ADDITION TO THE OPERATING BUDGET. (MAJORITY VOTE REQUIRED.)”

Lee: This would be more than a garage and heated space for equipment storage. The two sheds now are practically falling down. We in the Recreational Department are not educating people on how we raise money for our purposes and many of our expenses are not raising taxes. An example is a large project on drainage and \$10,000 for a Recreation Area site plan that is planned. We don't come to the public often for projects like this.

Jaci: Where do you keep your equipment right now?

Lee: We keep the snow blower in the men's bathroom; some equipment is outside and some in the white sheds. Some of our equipment is in the old PD (the trolley barn).

Peter: In the planning of the new building, how many square feet are planned and how many will be heated?

Lee: I believe that that it is the whole bottom floor.

Peter: What is the square footage?

Lee: I am not sure but I think we talking 800 sq. ft. including both levels.

Discussion about square footage because the plans were not available.

Peter: It sounds like about 1000 sq. ft.

Jaci: Someplace in that vicinity.

Lee: I believe that the basis for the cost is between \$135 and \$150 per foot.

Jaci: May I have a motion to recommend. Ralph made a motion to recommend. May I have a second?

Randy made a motion to second.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, and Ray.

Peter: Voted for via phone

Jaci: We are done with the warrant articles so anyone who wants to leave at this time please feel free to do so.

Peter: I think there is more than \$1 million in warrant articles still to come.

Jaci: Yes, you are right there are some more but we do not have them from the BOS yet. We will go to Capital Outlay but Cyndi needs time to get her paperwork. We will now focus on the Library.

Jaci: We have invited the Library to present their budget to us. The BOS has not approved this yet but I do think we need to see it and discuss it so we are not doing this at the last minute.

Karen: Thank you for inviting us here tonight. Please notice that our budget is about \$17,000 less than last year. Instead of hiring another part-time employee when we lost Tricia, we juggled some hours and made that work. We had a professional wage study done and had some other employees brought up and put in a 1.5% wage performance pool for those who deserve it.

Jaci: you are asking for \$655,289? And the BOS has an issue then with the 1.5% performance pool? Why has this budget not been approved yet by the BOS?

Karen: I don't know -- the selectmen have tabled it 3 times and I don't know why.

We had a wage study done and found some of our employee's wages were up and some were not, as compared to other Libraries in our pool. Discussion held about performance-based increases.

Library has no system in process on HR practices. Ray adds his concerns about the system.

Jaci: I asked the Library to come due to the time pressure so that when the BOS approves it, the Budget Committee would have had a chance to hear the Library. This is the first time we are hearing it. I feel that we need to hear it and if the Budget Committee wishes to approve it and let it go forth the selectmen we can do that. That was not my intent but I will support the Budget Committee.

Ray: Why did health insurance go down?

Andy: We had one person leave and have not replaced them. We also had a 12% decrease in health care costs so that also is a factor. Yes we are under the same plan as the town.

Shawn: To date you are at a YTD figure that is about \$100,000 lower than your proposed 2018 budget with one person being gone. You have some line items that have not been spent. Are you seeing that you are going to be spending the unspent line items before the end of the year?

Andy: Some line items will be under budget and some will be over budget. For 2016 we were within \$500 of the budget. We should be close at the end of the year to the 2018 proposed budget.

Ray: The budget is running at \$625,000 now.

Andy: I do a calculation based on the monthly average.

Shawn: They are ahead of the game due to the loss of an employee.

Shawn: Why would we not vote?

Andy: We would not mind coming back for your vote if you want to hold off tonight.

Jaci: I will call them and let them know that we have voted. If they have a problem they can blame it on me. I recommend that we table it until we get the approval from the selectmen. They have not made it clear as to when they are going to approve the budget and it is our responsibility to get this done. The budget is our responsibility to make the recommendation but the Selectmen also have that responsibility. The question is whether we should vote to recommend or not vote at all and let the selectmen vote first and then have it come back to us.

Ralph made a motion that we recommend the Library budget of \$655,289. Ray seconded it.

Jaci: Peter do you have any questions? Peter: No. They have been in four times with most of the Library Trustees with no conclusion, so I am going to vote in favor.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, and Ray.

Peter: Voted for via phone

Jaci: Now we are going back to Capital outlay. Cyndi, can you explain the yellow highlighting?

Cyndi: The yellow lines are the only ones that we can vote on today.

Jaci: Peter these highlighted accounts are the ones we are going to vote on so you know.

Jaci explains to Peter items to be reviewed.

Capital Outlay Account 01-4902-68-740 \$10,000 for town-wide computers.

Ralph made a motion that we recommend \$10,000 for the computers; second Randy

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, and Ray.

Peter: Voted for via phone

Jaci: 746 capital outlay for planning \$23,000.

Kim: We need to update the land use regulations to be current with the times. The law now is more comprehensive. We reached out to get assistance so we can have a comprehensive rewrite of the land use regulations.

Randy made a motion to recommend, Second by Ray.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, and Ray.

Peter: Voted for via phone

Jaci: 761 - \$25,000 for public works.

Dennis: This is for a replacement of the generator for the town garage. We consider it an essential piece of equipment. It is not working correctly and it's very old. It's the original generator from the fire house. It runs on propane. We are looking to get diesel since we have access to diesel on site. I believe the size is 25 kw. Is it going to be portable? No.

Motion to recommend by Ralph. Motion seconded by Ray.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, and Ray.

Peter: Voted for via phone

Jaci: 773 last line SPCCP & SWPPP for \$15,000.

Dennis: These need to be updated this year. They are very similar and we are going to do them together. This just covers the public works sites. This is a new requirement for the state.

Motion to recommend Shawn, second by Randy.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, and Ray.

Peter: Voted for via phone

Jaci: Our next meeting is going to be January 10th. Peggy has agreed to chair the next meeting for me, as I will be gone. I will be back for the January 11th meeting.

The last day for petitioned warrant articles is the 9th. The last day to post bond hearings is also the 9th.

No Budget Committee meetings before the 10th and the 11th.

Peter will assist Peggy and Amy of the School Department with the agendas.

Jaci will send all the meeting minutes in one email. Comments to be returned to us by next meeting.

Motion to adjourn by Shawn, second by Ray.

All in favor individually Jaci, Peggy, Randy, Shawn, Ralph, and Ray.

Peter: Voted for via phone

Meeting adjourned at 8:28pm