



FINANCE COMMITTEE
September 25, 2012
Meeting Minutes

Room 210, Billerica Town Hall

Meeting was called to order by Mary McBride, Chairman, at 7:00pm:

Members	Present	Absent	Excused	Arr. Time	Dep. Time
Mary K. McBride, Chairman	X				
Thomas Aquavella, Vice Chairman	X				
John Piscatelli, Secretary	X				
Mark Efstratiou	X				
Ed Giroux			X		
Patrick Logue, Jr	X				
Rino Moriconi	X				
Scott Morris			X		
Philip J. Newfell	X				
Kathleen Paulsen			X		
Anthony Ventresca	X				
John Griffin, 1st Associate	X				
David Howe, 2 nd Associate	X				

Mary opened the meeting and said our first guest would be the Chief Assessor, Rich Scanlon to present Article 29.

Article 29 - To Accept Chapter 126 of the Acts Of 1988 and Chapter 73 of the Acts of 1986 To see if the Town will vote to accept the provisions of M.G.L. Chapter 126 of the Acts of 1988 and Chapter 73 of the Acts of 1986 in order to offer optional additional real estate tax exemptions to persons who qualify for current property tax exemptions under Clauses 17D, 22, 22A, 22B, 22C, 22D, 22E, 37A and 41C of Section 5 of M.G.L. Chapter 59 in the amount of a uniform 60% increase for all persons qualified; or act in relation thereto.

Rich said that Article 29 is a housekeeping article that the Board of Selectmen, Finance Committee and Town Meeting have voted for the past 10 years. These are tax exemptions that his department issues. A list of these items was distributed to the committee. The Rich said that 618 properties get exemptions. Last year the state reimbursed us about \$167K. The Town of Billerica gives more to these residents than required by state law. The sheet we give to applicants when they come into the office was also distributed to the committee. These are the people in town who need the help the most. Rich also wanted to credit his staff for doing a great job on this. Phil will abstain because his father is a senior.

A motion to recommend Article29 was as follows:

Motioned by:	John Griffin
Seconded by:	Patrick Logue
In Favor:	9
Opposed:	0
Abstained:	1

Tony Ventresca made a motion to reconsider Article 16 which was seconded by Patrick Logue. He said he had asked the Town Manager if there was any grant money that could be available for this article and he found out there is a program out there that helps, Safe Routes to School. The Woburn Patch had an article this past weekend about the Safe Routes

to School program. He hasn't found out if the school dept has signed up. He wants to force the school dept to sign up for this. We heard it on 9/20. Mary said the policy of Town meeting is it has to be within one hour of the original vote and if it is late, late the next meeting. She is not sure we are in order by reopening this article. Do we have a time limit? Mary said we did this on the meeting of the 20th and thinks the period of time has started. Mary suggested that this info be shared with the Superintendent of Schools.

Mary said that Article 28 is not ready to be presented. Phil asked where Middlesex Corporate Park was located and it was explained to him.

Tony said that last Thursday was the last time we met and therefore it was within the time limit to reconsider Article 16. School dept not signed up for it to apply for the grant and he wants the school dept to sign up for the "Safe Routes to School grant and that is his reason for reconsideration. Tom thinks it is a terrific idea, however thinks it is unlikely to change the vote. He thinks bringing it to the Town Manager & School Depts is a great idea. Doesn't think it will change the vote. Tony wants the schools to sign up for this program. Mary thinks that he should suggest it to the school \

A motion to reconsider the vote on Article 16 was as follows:

Motioned by:	Tony Ventresca
Seconded by:	Patrick Logue
In Favor:	3
Opposed:	7
Abstained:	0

Mary said that reconsideration is lost but suggests you talk to the Town Manager and School dept.

Article 33 - To Amend General By-Law To see if the Town will vote to amend Article 8, Section 6 of the General By-Laws by deleting the present By-Law and inserting in its place the following to read:

6.0 WATER CONSERVATION

Mr. Dubois is not available to present so Lee Dubuc will be here to answer any questions. John G was concerned as we did not postpone it we actually tabled it so Mary said she is going to let it go forward and will check with Town Counsel. We do not use Roberts Rules. Mary said you all received the marked up copies of the bylaw and asked if there were any questions? Phil: No problem except for the first page, water uses Page 1 water users, last sentence, included within this definition whose properties are located, etc., Lee said that we have some customers of Billerica water department who live in Bedford and that is the reason for this statement.

John P what percentage of water do we use in the town outdoors versus indoors? Lee it is hard to say because not everybody has secondary meters however in the winter we use somewhere between 3M gal in the summer 9M gal per day; way below in the winter and way above. We average 5M a day over the total year. We use a huge amount in the summer. John P do we know if the outdoor use what percentage of people have a second meter? The folks who water outside without a second meter would be the most profitable water we sell I would almost argue we want as much as we can get. Mary said they do not have the records. Lee said that not a huge number have a second meter. John P: we are benefiting from people who do not have a second meter. In theory they would buy less water and. Mary: to the best of her understanding of this article the DEP has mandated that we be at 65 gal per person and that is outside the logic of where we should be looking. John P questions what some of the alternatives are to go after the water that we get less money from. Toilets, washing machines and shower heads have you considered changing what people have to do in the future forcing people to use equipment that uses less water? Lee said we huge amounts outside watering lawns just judging between differences. 3M versus 9M, and a huge amount has to be used outside. DEP with the tighter restrictions they want us to go after people who use automatic irrigation systems. He would like us to have seasonal rates and raise rates from May 1 to Sept 30. Lee said our meters are read continuously we have no way of reading the meters on May 1. Sometimes you get a bill for 5 months, sometimes for 3 so it would be difficult to bill with season rates with the meters we have now. Until we get electronically read meters we cannot do that. Lee said it was the DEP that said we have to do this. Not a lot of room for negotiation. Tony: questions on water users and non essential uses, front page 6.0 allowed outdoor use, he has experienced some flooding and we have been told by FEMA that we disinfect any areas touched by flood waters, are we facing an issue because it appears to be a conflict. Lee the change would not apply for health or

safety. If you are doing it for aesthetics then there would be an issue as it is non essential. Tony who would make that determination? Lee would guess that it would be the water dept. Lee doesn't see that being a problem. We are going after non essential uses. Tony thinks it would be a problem he has seen issues with by laws in the past and he thinks this should be more clarified. Lee said that most of this language comes from the DEP. Not sure how much detail we can put in here. Not sure we can cover every contingency. Phil: about the article was tabled time certain? It was to a time certain so no we cannot per Mary. John G. feels the motion was tabled and he doesn't think it can be reconsidered. Still an issue about tabling what parliamentary rules we use it is still parliamentary procedure. We need to be a little bit careful on that. Mary said we are going to vote and she will write to Town Counsel and ask for a written consensus.

After much discussion a motion to recommend Article 33 was as follows:

Motioned by:	Phil Newfell
Seconded by:	Mark Efstratiou
In Favor:	5
Opposed:	5
Abstained:	0

Mary told Lee that at Town Meeting FinCom members might vote differently because we then vote as Town Meeting members.

Per John G a tie vote is not to recommend because it was 5 to 5. It was noted that this article was NOT recommended based on the vote.

Prior to the start of the next article John P asked if it was okay to vote on this article without voting the other free cash articles. Selectman Mike Rose who will present this article said that he had spoken to John Curran and there would be money to cover this article if approved. John Curran then reviewed where the Free Cash money had been placed in articles. School has \$547K in capital and what we will be left is about \$500K per John Curran. Tony commented that the spending authority is town meeting and he thinks that town meeting should decide this. Mary said we are just the FinCom bringing their recommendation. Patrick where this money is unencumbered at this time we should hear this article. 8.6% of free cash we should hear this article.

Article 27 - To Vote Free Cash To Be Applied To The Fiscal Year 2013 Tax Rate To see if the Town will vote to transfer from Free Cash a sum of money to be applied to the Fiscal Year 2013 tax rate; or act in relation thereto.

Mr. Rosa stated that this is the article that he files every fall. This year we have \$5.8M in free cash and he submitted that \$500K go back to the taxpayers. He thinks that in these tough times it goes back to the residents which would be about \$25 or \$30 per household. In lieu of the money we have he suggested we support. Mary feels compelled to remind you that the law has changed and we are unable to refund specifically to residents. We have a 2 tier tax structure so business will benefit as well. It will help residences as well as businesses. John P When we look at returning \$500K to the residents versus putting \$500K into one of the accounts we mentioned or bike path did you come to the conclusion a rebate of \$25 per individual would be more impactile to the town rather than using the money to fund some of our other vehicles. Mike said if you ask people who need money they would say yeah they would like the \$25. We discussed at the selectmen's meeting in a perfect world we would have \$10M but it always gets spent on some very worthy things in the warrant but none the less it gets spent. If you think we should have \$10M in the stabilization then we should not support any of these articles. John P you brought up a few good causes would you reconsider that we effectively just earmarking that money toward those causes directly and hit the neediest folks. Mike has always drafted the article for town like this. Tony: one of the things John P brought up was the benefit of the town, the best benefit of the town would be to grow the economy. When you take money and put it back into the private sector, he thinks it helps the town of Billerica financially by putting the money back into the private sector. This would go a long way to offsetting the \$600K that we are spending that we weren't going to spend on snow and ice. This will help offset and he asks that everyone support this. Mike said that In the last 10-15 years we have done it twice; \$1/2M and his first it was \$1M in the last 14 years; the free cash number is \$44M and we have given \$1.5M back. Tony huge number, a lot of free cash and it has bumped our average, \$500K isn't that much. Phil: agrees with both of you but Mr. Curran has a plan and I will vote against this article, Chairman Deslaurier said we did nothing but spend in the past and now we are investing, it should work. I hope it works. Now you have a plan, we wait and these problems are not going away and they will cost more in the longer run . John G:

procedure relative to the fund we are talking about, roughly \$500K could be left on the table to be used at a later time? John said if this doesn't pass the other ones could then pass. David: support it; it is the people's money they should get it back. John Curran he agrees with the sentiment and they are trying to address it by staying under 2-1/2. You are putting yourself in a bind to fund recurring items. Approaching it by reducing the levy amount or staying under the 2-1/2 it gives you the discipline to live within your means every year. It is only \$1/2M but it is a philosophical thing. Mike Rosa we are under 2-12 but it is not a savings to any taxpayer residential or business when the Town Manager can recapture that in the next budget. John C: It is important to point out. This is not recurring revenue relative to the surplus we have. Tom: pointed out one of the possible uses should this article fail is debt stabilization which is the town manager's plan which mitigates; essentially it is going back to the taxpayers because it is insulating them against bumps in the levy. This money also serves to go back to the taxpayers by insulating them and is a worthy part of the plan. The purpose is to stay on a level plain if we give it back now there could be hit in the future. Mike we voted on that warrant article, \$725K is a raise and appropriate article so you are raising it on the back of the taxpayers. One of the selectmen said it is kind of a shell game. John C said there are 2 debt stabilizations, one is not free cash. Tom is talking about the unexpended free cash; debt stabilization which also serves the taxpayers. Feels it is more responsible to use that money in that debt stabilization.

After much discussion a motion to recommend Article 24 was as follows:

Motioned by:	Rino Moriconi
Seconded by:	Patrick Logue
In Favor:	4
Opposed:	6
Abstained:	0

Article 21 - To Fund Critical Needs at the Wastewater Treatment Facility To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$1,820,000 for design and construction of new influent screens at the Wastewater Treatment Facility, as detailed in the Comprehensive Wastewater Management Plan (CWMP); or act in relation thereto.

Abdul distributed a handout related to this article. John C said we are taking this article with free cash to address things in a proactive manner. This is not something that is mandated by DEP. It is something that is a critical need that needs to be replaced and we have reevaluated the whole plan looking at things and some things have moved out. Some of those things we know are going to go a lot sooner than projected. We are appropriating this money for that purpose this is a proactive way for our plant.

Abdul will get into the specifics. If you look at the first picture on his handout he has circled where they are housed. Preliminary treatment is the first line of defense that the plant has. All sewerage that comes in enters here. 1989 is when this equipment was installed. Life shelf is about 20 years and they are in a very corrosive atmosphere so the mechanisms start to wear out and we have done a lot of repairs.

Phil: if we say no and if it is not passed we continue to spend money. Abdul it is not just the spending part, it is the emergency part and in repairing the system we could damage equipment downstream. We are trying to protect the entire treatment system. If that happens we will be in violation. David: if put it in 89 would the replacement be similar or have they made improvements. Abdul said it would be a newer technology. David these are not standard pieces you design and build. Abdul correct. Mark: engineer's opinion on probable cost \$1.8 Abdul the number encompasses design and construction. Construction would go into procurement and the number could be lower. We usually do the estimates on the average size. Engineer looks at different things so we have a good idea of what it would cost. Abdul they are our wastewater consultants and we have used them for a few years. If we don't address this we could end up with more problems. John P where does it reside in our current plant? John it is in the comprehensive wastewater plan and it is in there. John can get back to us where it is in the schedule. John P would like to see the list to understand where it is on the list and when presented to TM reference the capital plan and show where it is on the list. He wants that level for Town Meeting. John C will include that in the town meeting presentation. Tony: is it possible for us to get a copy of the comprehensive plan: John said he would get one. Tony: with this project would it be built to help with adding capacity. Abdul no additional capacity this will treat any capacity that comes in. These are really in a simple way screens that work

on a variable speed and they alternate. Patrick is there going to be any recapture on the system we have now. Abdul said it is a metal and just the value of the metal? What about decontamination? Abdul said no.

After much discussion a motion to recommend Article 21 was as follows:

Motioned by:	Phil Newfell
Seconded by:	Rino Moriconi
In Favor:	10
Opposed:	0
Abstained:	0

Article 9 - To Amend Various Fiscal Year 2013 Town and School Operating Budget Line Items

To see if the Town will vote to raise and appropriate, transfer from available funds or reduce various line items by the sum of \$3,000,000 to amend the Fiscal Year 2013 Town and School Operating Budget; or act in relation thereto.

To see if the Town will vote to raise and appropriate the sum of \$1,300,000 to amend the following Fiscal Year 2013 Town and School budget line items:

Account Number	Account Name	Amount
30020-5400	Billerica Public Schools – Supplies & Expenses	150,000
30030-5200	Billerica Public Schools – Contract Services/Leases	350,000
30040-5800	Billerica Public Schools – Contract Outlay	150,000
	Total	\$1,300,000

Line 30020-5400, Supplies and Expenses:

This line will be increased by \$150,000 for the following expenses:

- Technology: \$80,000
- Scissor lift: \$11,000
- Building improvements: \$59,000

Line 30020-5400, Contract Services/Leases

This line will be increased by \$350,000 to “fill” the circuit breaker structural deficit

Line 30040-5800, Capital Outlay

This line will be increased by \$150,000 for the following expenses:

- \$40,000 to purchase a 14-passenger van for transportation of high school students
- \$40,000 to purchase a utility truck with plow for the maintenance/grounds department
- \$20,000 for security cameras
- \$50,000 for classroom furniture

Tim Piowar distributed a handout which had been emailed to the committee members earlier by Mary. Tim would present the school side portion of Article 9.

Tim said there are 3 places in the budget we are looking to increase: Supplies and Expenses; Contract Services/Leases; and Capital Outlay. He will explain each separately.

\$350K in recurring Contract Services/Leases. He presented that they had encountered during the budget process \$900K \$1M budget crisis but they were not able to eliminate the structural deficit. Of the \$350K \$225K is to fill that structural hole. The remainder \$130 SPED unanticipated outside tuition payments. Ms Judy Norton our new SPED director has made a recommendation that we increase by \$120K because we have gone through more than 50% of what we had planned. Tony: recall that you were going to be facing a structural deficit, how much was the value of the contracts a year ago. Tim: FY12 to 13 was 1-1/2% \$600K in our budget. John C wants to confirm budget sources. It is raise and appropriate but it is actually coming from one time revenue which was snow and ice and recurring which is increase in local aid each split by 50%. Not a free cash article.

Supplies & expenses increase by \$150K in 3 areas. \$80K in technology. \$11K for a scissor lift which Sam identified when he first came on board. We have always rented it. \$59K for building improvements, various smaller types but a great need. Patrick on our handout the scissor lift a big difference in estimates. Sam said OSD Operational Services Division they folded 4 contracts into one and it was a misunderstanding in the type of scissor lift, but with the needs of this system it makes more sense to get the more expensive lift; in the long run it is best investing to get the right piece of equipment. Tim it came from updated information. Patrick: What is the maintenance? Tim: it would be part of our regular maintenance. John G is that piece of equipment that can be moved from school to school. Sam YES.

Capital Outlay 4 different areas: a 14 passenger van to transport students, small athletic teams, math league, or other events like life skills program; anytime that we need to do this transportation we have been able to work with recreation dept but there are too many people looking for it now. We are looking for a van to provide opportunity. \$40K for a utility truck replacing a vehicle that is from 1985. \$20K for increased security cameras. \$50K for classroom furniture, it has been woefully underfunded in the past. John G: is that furniture for any one particular building. Tim the buildings that are in the most need. We redistributed from the Parker unfortunately in some areas the furniture was not worth moving and the need was too great to fill it. We did a needs assessment at that time and we would use that assessment. David: Vehicle you have a fleet of vehicles, so insurance would be taken care of from School. Tim said it would be shared except for gas, repairs and maintenance out of the school dept. Insurance would be shared costs. Mark: in the final warrant account name is incorrect: Page 7 wording is incorrect is it should be Capital Outlay not Contract Outlay. Tony: this is part of the school budget so technically you could spend this anywhere you see fit. Tim technically you are correct but we understand that we have a commitment that we will be spending this on the items you see on this list. Tony would rather see this as a budget item and is there any way for us to get some type of copy that this has been followed through. Tim will produce a report as to how this money was spent.

After much discussion a motion to recommend the School Department portion of Article 9 in the amount of \$650K was as follows:

Motioned by:	Mark Efstratiou
Seconded by:	Tom Aquavella
In Favor:	8
Opposed:	2
Abstained:	0

Article 22 - To Fund the Fiscal Year 2013 Town/School Capital Budget

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$5,000,000 to fund the Fiscal Year 2013 Town Capital Budget; or act in relation thereto.

John C said Article 22 is what we are not spending on the town side. School dept is asking for \$547,199 from free cash to fund capital improvements. Tim said that town meeting approved the study we are doing. Primary goal of that study was to provide a capital list for the 10 buildings. The list is near completion but not ready until Oct 12, I just got info at noon today regarding some it. We are breaking it down into 7 areas. Based on this we are looking for money for these items: New Fire Alarm System at the Kennedy School \$120K and Emergency lighting and signage throughout the district for \$427,199

District wide we have an issue with emergency lighting and signage throughout. Wholesale replacement, the only schools that we do not need to do it is the Ditson and Parker. Preliminary estimates exceed the \$427,199 however we will do everything we can do to drive the costs down. We picked these 2 items from what we have seen from the study as we feel they are the most necessary. David: replacement of emergency lighting & signage - you don't have to rewire? Tim in some cases we do have to rewire. Tim this is a recommendation that we do sprinkler on all the schools this is all encompassing. It will be coordinated with the Fire Dept. Mark: is there a functional system now at the Kennedy. Tim it is functioning but on its last legs. The Dorn & Whittier study will be presented October 3 via special school committee meeting which will be broadcast live on BATV as well that night. Oct. 9 the school department will speak with Town Meeting. They will continue to do outreach. As a school dept this study will give us a prioritized list and how should we handle them. Tony: I think normally when it comes to capital we should have the capital plan first, it is part of the charter so he is uncomfortable voting on this because of this. Tim understands and respects this and he wishes he had the full

plan to give to you but these items are definitely on this plan. We will not have the draft report until Oct 12. John C a point of information from a technical plan we do have a capital plan and this is incorporated but it is going to be replaced when the facilities study comes out. This includes everything. KBA study now outdated because of this study. Tim said Dorn & Whittier used the KBA study.

After much discussion a motion to recommend Article 22 was as follows:

Motioned by:	Mark Efstratiou
Seconded by:	David Howe
In Favor:	8
Opposed:	2
Abstained:	0

Mary asked if the articles in the beginning of the warrant, the contracts, have they been withdraw. Tim. Not withdrawing 5/6/7 should something transpire in the very near future. Article will 8 will officially be withdrawn.

Article 23 - To Vote Free Cash to the Debt Stabilization Fund To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$3,000,000 to the Debt Stabilization Fund; or act in relation thereto.

Article 23 Explanation: The purpose of this fund is to set money aside to be used to stabilize debt service appropriations. Stabilization of debt service allows the Town to avoid increases to the tax rate and/or budget service cuts caused by increased debt. The current balance of the Debt Stabilization Fund is \$1,381,123. The Department of Revenue certified Free Cash as of July 1, 2012 at \$5,864,420.

John C there will be approx \$500K on the town side of which \$300 will be moved to debt stabilization and \$200 to the following article. \$489,321 left on the town side. In that case \$200K to regular stabilization and the balance \$289,321 would go to debt stabilization which replaces the \$3M placeholder.

Article 25 will be \$200K. Tim said in terms of Article 23 we from the school dept perspective know that we have some large costs that will be coming in the future. School dept \$1M into the debt stabilization. David: once you put it in debt stabilization you cannot earmark it for school. John C obviously there will be a record of it in town meeting minutes that it be debt for school of \$1M, keep in mind anything that goes into debt stabilization can be taken out by town meeting with a two thirds vote. What we did in the spring and now is just a plan so when we go to take the money out the people are educated on the plan. More likely to be used for the purposes it was put in for. Tim the relationship we have with the Town Manager has been very positive. No fist fighting in the hallway. Good faith and we have to recognize that we have to meet all other needs of the town for the residents of the town. Mary all the stabilization funds require a 2/3 vote to take money out. So if members understand the logic. John said it is a transparency between both groups and plans.

Tony made a motion to separate the question and Patrick seconded the motion to separate the two dollar amounts

The vote on the motion to separate the two dollar amounts was as follows:

Motioned by:	Tony Ventresca
Seconded by:	Patrick Logue
In Favor:	4
Opposed:	6
Abstained:	0

After much discussion a motion to recommend Article 23 in the amount of \$1,289,2000 as as follows:

Motioned by:	Phil Newfell
Seconded by:	Rino Moriconi
In Favor:	8
Opposed:	2
Abstained:	0

Article 25 is the balance of what is on table it. It shows a commitment it would be used for bike path design or acquisition. John P. one of the things that we discovered as we went through some of the bike path activities, state aid appears to be in correlation to what the town has committed to, as well as and including in our long term plan. Recent budget that passed the state \$600K for Acton and there have been some arguments that that correlation exists and if we can prove that we are working toward the bike path thinks long term it will require 3 revenue services, investment from the Town, hopefully we can do this on an annual basis, state funding and individual funding and he urges us to support. Mark: so this is a good faith effort by the town to kick of the bike path. John C yes and he hopes we can look at it in earnest.

A motion to recommend Article 25 in the amount of \$200,000 was as follows:

Motioned by:	John Piscatelli
Seconded by:	Rino Moriconi
In Favor:	9
Opposed:	1
Abstained:	0

John Curran said that Article 28 is the only one open. It might end up that the Finance Committee not recommend until Town meeting. Mary said we would not recommend and if he wanted it to be presented FinCom could meet early one night. Tony said we still have Article 15 open. Mary said the night we discussed Town Center we did not have a certified free cash figure so she would no entertain a motion to recommend Article 15.

A motion was made to recommend Article 15 in the amount o \$1.2M as follows:

Motioned by:	Phil Newfell
Seconded by:	Rino Moriconi
In Favor:	7
Opposed:	3
Abstained:	0

A motion made to withdraw Article 26 was as follows:

Motioned by:	Tony Ventresca
Seconded by:	Rino Moriconi
In Favor:	10
Opposed:	0
Abstained:	0

A motion made to withdraw Article 27 was as follows:

Motioned by:	Tony Ventresca
Seconded by:	Patrick Logue
In Favor:	10
Opposed:	0
Abstained:	0

John G had a question on Articles 17, 18 & 19, but was told we do not have to vote them because there was sufficient free cash.

Article 28 and the balance of the contracts are the only items left.

A motion to accept the minutes of the September 13, 2012 meeting was follows

Motioned by:	John Griffin
Seconded by:	Tony Ventresca
In Favor:	8
Opposed:	0
Abstained:	2

A motion to accept the minutes of the September 18, 2012 meeting was follows

Motioned by:	John Griffin
Seconded by:	Phil Newfell
In Favor:	8
Opposed:	0
Abstained:	2

A motion to adjourn the meeting was as follows:

Motioned by:	Tony Ventresca
Seconded by:	Patrick Logue
In Favor:	10
Opposed:	0
Abstained:	0

Meeting adjourned at 8:56pm.

Submitted by:

Barbara A. Doherty,
Recording Secretary