



Natick Finance Committee

aPursuant to Chapter 40, Section 3 of the Town of Natick By-Laws, I attest that the attached copy is the approved copy of the minutes for the following Meeting:

Town of Natick Finance Committee

Meeting Date: September 15, 2022

The minutes were approved through the following action:

Motion:

Made by:

Seconded by:

Vote: 0 – 0 – 0

Date: October 6, 2022

Respectfully submitted,

Linda Wollschlager

Chair

Natick Finance Committee



TOWN OF NATICK

Meeting Notice

POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 30A, Sections 18-25

Natick Finance Committee

<u>DAY, DATE AND TIME</u>
September 15, 2022 at 7:00 PM
<u>PLACE OF MEETING</u>
Virtual Meeting accessed via Zoom: https://us02web.zoom.us/j/89344253078 Meeting ID: 893 4425 3078 Passcode: 979080 One tap mobile +13126266799,,89344253078# US (Chicago) Dial by your location +1 929 205 6099 US (New York)

Notice to the Public: 1) Finance Committee meetings may be broadcast/recorded by Natick Pegasus. 2) The meeting is an open public meeting and interested parties can attend the meeting. 3) Those seeking to make public comments (for topics not on the agenda or for specific agenda items) are requested to submit their comments in advance, by 2:00 PM on the day of the meeting, to fincom@natickma.org. Comments will be posted on NovusAgenda and read aloud for the proper agenda item. Please keep comments to 350-400 words. 4) The Chat function on Zoom Conferencing will be disabled.

MEETING AGENDA

Posted: Monday, September 12 at 11:30am

1. Call to Order
 - a. Pledge of Allegiance & Moment of Silence
 - b. Advisement of Pegasus Live Broadcast and Recording for On-Demand Viewing
 - c. Review of Meeting Agenda and Ordering of Items
2. Announcements
3. Public Comments
 - a. [Committee policy & procedures available via this link and also at the meeting location](#)
4. Meeting Minutes
 - a. [Review and Approve minutes from August 30, 2022 and September 8, 2022](#)
5. 2022 Fall Town Meeting Warrant Articles – Public Hearing
 - a. [Article 16: Town Clerk from Elected to Appointed Position](#)
 - b. [Article 15: Capital Equipment and Improvement](#)
6. Committee and Sub-Committee Scheduling
 - a. Update on upcoming Committee and Subcommittee meetings
7. Committee Discussion (for items not on agenda)
8. Adjourn

Meeting may be televised live and recorded by Natick Pegasus. Any times listed for specific agenda items are approximate and not binding. Please note the committee may take the items on this agenda out of order.

Call to Order

The meeting was called to order at 7:04 pm.

Roll Call Vote:

Mr. Coburn = yes, remote	Mr. Coffey = yes, remote
Mr. Gillenwater = yes, in person	Mr. Jacobs = yes, remote
Ms. Keeney = yes, remote	Ms. Monahan = yes, in person
Mr. Pope = yes, remote	Ms. Sciarra = yes, in person
Ms. Wollschlager = yes, in person	

Mr. Rooney joined the meeting remotely later

Mr. Pope joined the meeting in person later

Announcements – none

Public Comments – none

Meeting Minutes – none

2022 Fall Town Meeting Warrant Articles - Public Hearing

Move to open the public hearing on the 2022 Fall Town Meeting Warrant Articles, made by Mr. Gillenwater, seconded by Ms. Sciarra. *Passed 9-0-0.*

Roll Call Vote:

Mr. Coburn = yes	Mr. Coffey = yes
Mr. Gillenwater = yes	Mr. Jacobs = yes
Ms. Keeney = yes	Ms. Monahan = yes
Mr. Pope = yes	Ms. Sciarra = yes
Ms. Wollschlager = yes	

Article 16: Town Clerk from Elected to Appointed Position

Presenters: James Errickson, Town Administrator, Diane Packer, Town Clerk

Note: Article 16 materials are available here:

<https://naticktown.novusagenda.com/agendapublic/CoverSheet.aspx?ItemID=12896&MeetingID=1091>

This article is to change the position of Town Clerk from an elected position to an appointed position. The duties and responsibilities of the Town Clerk have changed significantly over the past 10-15 years, especially given the recent and continuing changes in election law, and the change to an appointed position would allow the town to hire someone with the skills required and necessary to do the job. Additionally, an appointed position would allow for succession planning.

QUESTIONS FROM THE COMMITTEE

Ms. Sciarra asked why the motion seeks to have the appointment made by the Town Administrator and not the Select Board. Mr. Errickson indicated that the Select Board is a policy making board and is also an elected board. With the Town Clerk running elections, having a level of separation from that entity seemed appropriate. Ms. Packer stated that an appointment by the Town Administrator would provide a direct tie to town administration and would be a communication benefit in day-to-day operations.

Mr. Coburn asked about how the motion was crafted and if the last line “And to take all action necessary or appropriate to accomplish the purposes of this article.” was appropriate. Mr. Errickson indicated that this came over from legal counsel and may have been a carryover from a working document and would inquire.

Mr. Coburn inquired if anyone else had input into crafting this motion and if there were formal, informal or conceptual discussions around it. Mr. Errickson said there were informal and conceptual discussions with the Personnel Board, who agree and are a sponsor of this article, and with the Select Board. The Governance Study Committee was also informed although no public input was requested or received. The motion itself was crafted by legal counsel upon review of the charter.

Mr. Coburn also asked if there were any models or appointment relationships considered or studied that took the form of an official to be appointed by an executive with the consent or with the confirmation of a governing body such confirmation not to be withheld unreasonably? Mr. Errickson indicated that they did review various language concerning ratification and not being unreasonably withheld but came back to the opinion that the separation from the Select Board was more appropriate to this proposal.

Mr. Coffey asked if there is an issue with running elections with an appointed Town Clerk who is not answerable to the voters? Ms. Packer indicated that it’s in everyone’s best interest to make sure elections are fair and that voters always have the option to go to town counsel, town administration or town boards with concerns. Reporting solely to the voters though, does sometimes leave the clerk alone when advocating for the town resources that are needed to manage elections.

Mr. Jacobs asked if there are other communities that have adopted this model of a clerk that is appointed by the Town Administrator without ratification. Ms. Packer was not sure.

Mr. Jacobs also asked about the timing of this change and what the term of the appointed position would be. Ms. Packer stated that she can serve in her current elected position until the end of her elected term. Mr. Errickson indicated that the appointed position would be for a 3-year term and would subject be re-appointed every 3 years.

Mr. Jacobs and Mr. Coburn inquired about the reasons why Town Meeting rejected a proposal for an appointed Town Clerk previously. Mr. Coburn recalled a posting error. Details were not clear, but Ms. Packer confirmed that it failed in 2009. Mr. Errickson thought it could be because the proposed article was a Select Board appointment.

Mr. Gillenwater asked if there was a way to adopt a set of qualifications for someone to stand for election? Ms. Packer said the only requirement could be that you are a registered voter in the town and over 18.

Ms. Keeney and Mr. Rooney asked what would happen after the 3-year term. Mr. Errickson said it would likely be renewed. He would have to confirm with Town Counsel the process if there was cause for not reappointing.

Ms. Monahan asked about when a job description goes before the Personnel Board? Mr. Errickson described the process and Ms. Packer indicated it could come forward pretty quickly.

Other questions concerned the benefits of ratification, can the incumbent Clerk switch to the pay plan, would the Clerk be a department head, and the breakdown of the Clerk's time spent on specific duties.

The Town Moderator commented that there may be a problem with the motion in that the Town Clerk currently sits in and runs Town Meeting in the absence of the moderator and an appointed person would not necessarily be a resident but could be running the town's legislative body.

A motion for referral to the Sponsors was made by Mr. Coburn, seconded by Mr. Coffey. *Referral motion failed 4-6-0.*

Referral Roll Call Vote:

Mr. Coburn = yes	Mr. Coffey = yes
Mr. Gillenwater = no	Mr. Jacobs = no
Ms. Keeney = yes	Ms. Monahan = no
Mr. Pope = no	Mr. Rooney = yes
Ms. Sciarra = no	Ms. Wollschlager = no

A motion for Favorable Action was made by Ms. Sciarra, seconded by Mr. Pope with an amendment to added "subject by confirmation by the Select Board" to Section 6-5 (a) and remove "and, in the absence of the moderator, serve as a temporary presiding officer of such body" from Section 6-5 (b). *Motion available on Novus Agenda on the Town website.*

Favorable Action Roll Call Vote:

Mr. Coburn = no	Mr. Coffey = no
Mr. Gillenwater = yes	Mr. Jacobs = yes
Ms. Keeney = no	Ms. Monahan = yes
Mr. Pope = yes	Mr. Rooney = yes

Ms. Sciarra = yes

Ms. Wollschlager = yes

Favorable Action motion failed 7-3-0. A minimum of 8 votes are needed for a recommendation, so the Finance Committee has No Recommendation on this article.

Article 15: Capital Equipment and Improvement

Presenter: Mr. Jon Marshall, Deputy Town Administrator – Operations

Note: The presentation and motions for Article 15 are available here:

<https://naticktown.novusagenda.com/agendapublic/CoverSheet.aspx?ItemID=12895&MeetingID=1091>

Mr. Marshall noted that the starting point is the 5-year capital plan for FY 23-27, submitted in January. Since then, quotes have changed, and adjustments have been made. Challenges include supply chain issues, longer lead times, and cost increases, particularly for equipment and vehicles. During FY21, \$6 million in capital spending was deferred and we are still in the process of playing catch up.

Mr. Marshall summarized the changes to the capital improvement plan since this spring.

Fall Adjustments:

- 9 Items Deferred: 2 Vehicles, 2 Equipment, 5 Project/Program
- 7 Additions
 - 3 Fire Dept.: Fire Fighting Foam, Safety Gear, Engine 4 Outfitting
 - 2 School Technology: High School Lab Replacement, High School Server
- Town Clerk –Voting Machines
- Public Works -Bacon/Historical Society Walkways

Questions from the Committee

Mr. Rooney asked if the town performs a physical inventory of DPW Capital assets. Mr. Marshall answered that our equipment maintenance division has an asset inventory of everything that's looked at annually. We review that to confirm that we have all of those assets. When we surplus a vehicle, that piece of equipment comes off.

Mr. Jacobs asked what specific infrastructure is needed to go 100% electric? And what steps are being taken towards developing that infrastructure? Mr Marshall replied that the town has been working with a consultant to develop a roadmap. We're going to need fast charging stations to move to plugins or fully electric vehicles. Our first step is trying to get that infrastructure in place from a charging standpoint.

Ms. Sciarra asked given that hybrid vehicles are more expensive than gas powered vehicles, how is the decision made whether to pay the additional costs for hybrid? Mr. Marshall stated that as we look at this technology, we do factor that into the overall cost. Hybrid vehicles cut down on our idling time, which will cut down on gas consumption, and they all are more fuel efficient. We should be able to recoup the additional costs by the reduction in fuel costs. Mr. Ken Fisher, Equipment Manager, stated that every

shift we are cutting the amount of fuel used in our hybrid vehicles compared to gas by half. Due to the way hybrids use regenerative braking, we have not had to do brakes as frequently on our hybrid cruisers.

Ms. Sciarra asked if the schools had their own budget for capital improvements. Mr. Marshall stated that we have incorporated school projects into the capital plan, including technology upgrades for laptops for students and teachers. Dr. Anna Nolin, Superintendent, stated that there is a technology repair budget that is under the Director of Technology jurisdiction which is separate from the capital fund. The two school capital items were part of the initial operating budget request last year. In an attempt to balance the budget, we kicked it to the fall capital. We thought the cost of the blade server was going to be \$400,000 but it came in at \$180,000.

Mr. Coffey asked about the cost to replace hybrid batteries. Mr. Marshall stated these batteries are anticipated to last between eight and 10 years. We try to get 10 years or 100,000 miles out of all our vehicles. We are hoping that these batteries will last through the useful life of the vehicles. We are not looking to replace the batteries.

Mr. Coffey asked if the monies that are expended out of the capital budget for school department items are reflected in the per student cost ratio that's provided every year. Dr. Nolin replied yes.

Motion A

This motion requests funding for the following items using tax levy borrowing:

- Phone System Replacement
- Public Safety Radio
- Police Cruiser Replacement
- Replace Vehicle 203
- Replace Vehicle 206
- Replace Vehicle 402
- Replace Running Track Memorial Field
- Roadway & Sidewalk Supplement

Mr. Marshall highlighted the following items:

Our phone system is approaching end-of-life. We have a solution that will be cloud-based and provide us more flexibility. It would be the same cost as updating our network switches and other items which would be required to upgrade the current system.

Public Safety radio replacement has been on the capital plan for several years. Upcoming radio spectrum changes mean this item can no longer be deferred; however, there is the possibility of legislative action. Regardless, we have held off replacing any pieces of equipment, and they have now become obsolete.

Vehicle 206 has a hook lift system which allows us to put different bodies on it to serve multiple purposes. The rack bodies that we put on and off cost money but we don't need another piece of equipment. It gives us a lot of flexibility in terms of the work that we do.

The running track at Memorial Field. Funding was previously approved to replace the turf field at the high school. Now that the turf field has been completed, we can replace the track itself. The tennis courts have cracks and other issues, so we have an opportunity for economy of scale by having someone do the track and the tennis courts at the same time.

Questions from the Committee

Ms. Wollschlager asked if the phone system was a one-time cost. Mr. Robert LeFrancois, Director of Information Systems, confirmed it's a one-time cost. He added that it was more fiscally responsible to make the leap to a cloud system for services and support and the purchase amount is a wiser long-term solution.

Ms. Wollschlager asked for more info on the radio system. Police Chief Jim Hicks stated there are FCC regulations that are pending but they may change. At the same time, we can't wait until they don't make a change or make a change. We wouldn't have time to move forward with the project, which will be replacing all our equipment. We have eight different sites where we have transmitters, receivers, antennas, things like that. We have bad coverage for both police and fire in two areas of the town that we hope to make better as part of his project. In addition to the regulatory aspect, there is the obsolescence of our current equipment. Some of it is over 25 years old and the current vendor does not support it. Even with approval, it is going to be several months before equipment can come in and then installation. Mr. Marshall added that we are hoping to access some grant funding to reduce the cost.

Ms. Sciarra asked about the cost of the hook lift trucks. Mr. Marshall stated the cost includes the different bodies that we can put on and take off. In addition, these vehicles will also have plows for them. These are our frontline vehicles when we're out there and we're doing our plow service for the community.

A member of the public asked if the borrowing was going to hit the budget for FY23 or FY24. Mr Townsend stated that the plan is to issue a BAN (Bond Anticipation Note) in November and roll into a bond in May or June so the payments will come due in FY 24.

A motion for Favorable Action on Motion A was made by Mr. Gillenwater, seconded by Mr. Pope. *The 7-2-0 vote was not sufficient to obtain a recommendation.*

Motion A Roll Call Vote:

Mr. Coburn = yes	Mr. Coffey = yes
Mr. Gillenwater = yes	Mr. Jacobs = yes
Ms. Monahan = no	Mr. Pope = yes
Mr. Rooney= yes	Ms. Sciarra = no
Ms. Wollschlager = yes	

Motion B

This motion requests funding for the following items using tax levy borrowing:

- Roadway Guardrail
- Replace Vehicle 22
- Replace Vehicle 401
- Replace Vehicle 105
- West Street Landfill –Replace Gas Collection Manholes and Covers
- Stormwater Master Plan
- Park and Field Renovations
- Voting Machines
- High School Lab Replacements
- High School Server Infrastructure

Mr. Marshall highlighted the following items:

Our voting machines were last purchased in 2011. They are at the end of their useful life, and we are having issues finding replacement parts. The Town Clerk has been able to get replacement machines from communities who have moved to other machines, which has helped us for a while. But at this point, we need to replace those machines.

The equipment that we have in the software lab for gaming and web design is currently at the end of its life. We need to update that lab to continue to have that service for our students.

Our high school server infrastructure has a useful life of between 10 and 15 years. It's near the end of its useful life and needs to be replaced.

Questions from the Committee

Ms. Monahan asked why the Board of Health needed a pickup truck. Mr. Marshall stated they have an emergency response trailer that they deploy in emergencies. This vehicle is what they utilize for that. It is also used for inspections and is frequently on work sites for soil testing and other work for buildings and investigating conditions.

Mr. Rooney asked if the Board of Health could use the Recreation truck. Mr. Marshall stated there are times when they are both used at the same time.

Mr. Jacobs asked if the \$125,000 for stormwater was to hire a consultant to come up with a plan. Mr. Marshall replied, yes, so that we are in compliance with the MS4 Stormwater permit requirements. Those are federal requirements to address stormwater within the community and make improvements. There will be a subsequent request in the future to be able to complete the work.

Ms. Wollschlager asked if the voting machines would support rank choice voting. The Town Clerk's understanding was yes, but there are only two machines certified by the state so there are not a lot of choices.

A motion for Favorable Action on Motion B was made by Mr. Gillenwater, seconded by Mr. Coburn. *The motion passed 8-1-0.*

Motion B Roll Call Vote:

Mr. Coburn = yes	Mr. Coffey = yes
Mr. Gillenwater = yes	Mr. Jacobs = yes
Ms. Monahan = yes	Mr. Pope = yes
Mr. Rooney = yes	Ms. Sciarra = no
Ms. Wollschlager = yes	

Motion C

This motion requests funding for the following items using previous appropriations:

- Firefighting Foam
- Safety Gear (Body Armor)
- Replace Car 5
- Engine 4 - Outfitting
- Tree Inventory
- Replace Dumpsters
- Bacon Library/Historical Society Walkways
- Tree Replacement
- Replace Garage Doors - Police Maintenance Garage
- Replace Vehicle 102 (NFM-87) Utility Vehicle and Equipment
- Replace Vehicle 2 (E-1) Utility Vehicle and Equipment
- Replace Vehicle 4 (E-3) Utility Vehicle and Equipment

Mr. Marshall highlighted the following items:

Our firefighting foam contains PFAS and although we're currently not using this foam and haven't for a number of years, we want to get it out of our inventory.

When Engine 4 was appropriated in spring of 21, we anticipated we had enough funding to also outfit the vehicle. However, by the time we went out and signed the agreement to move forward, the purchase costs increased significantly. The money that was appropriated was just enough to cover the vehicle itself but not the equipment needed. Our fire department is looking at ways to bring some of the items from the old engine forward.

The garage doors at our police department. We don't store vehicles in the police garage but it is an active workshop. A public works mechanic is stationed at the police department and works on the police fleet in that location. Those doors are original to the building and have a number of issues needing replacement.

A motion for Favorable Action on Motion C was made by Mr. Gillenwater, seconded by Mr. Pope. *The motion passed 9-0-0.*

Motion C Roll Call Vote:

Mr. Coburn = yes

Mr. Coffey = yes

Mr. Gillenwater = yes

Mr. Jacobs = yes

Ms. Monahan = yes

Mr. Pope = yes

Mr. Rooney = yes

Ms. Sciarra = yes

Ms. Wollschlager = yes

Motion D

This motion requests funding for the following items using Water/Sewer borrowing:

- Water Main Rehabilitation and Replacement
- Replace Vehicle 602
- SCADA Equipment

Questions from the Committee

Mr. Gillenwater asked about the lifespan for the SCADA equipment and control systems. Mr. Marshall stated that this is something that is on the capital plan every couple of years for upgrades and enhancements to the system. You'll likely see it in another couple of years, due to the nature of the system and the importance of the upgrades. It controls the chemicals that we put in our systems.

Mr. Gillenwater also asked if any of the SCADA improvements were PFAS-related. Mr. Jeremy Marsette, Director of Public Works replied that there have been some SCADA improvements that have been related to the additional PFAS treatment facilities. We have separated those costs.

Ms. Keeney asked if the SCADA equipment was maintenance or new equipment. Mr. Marsette stated this is equipment. There could be radio transmitters, antennas, the actual computer systems. There's physical equipment that is being upgraded and replaced as the useful life comes to an end.

Ms. Monahan asked if the water main replacement on Bacon Street would be coordinated with sidewalk improvements. Mr. Marsette answered that we are in the midst of a comprehensive update to the Select Board's five-year roadway improvement plan and we coordinate all of our utility projects with that roadway improvement plan. So yes, we are coordinating this with a future roadway improvement/restoration.

Ms. Sciarra asked if the vehicle used by the Water Division Assistant Supervisor needed to be a Ford Explorer or could it be smaller. Mr. Marshall stated that based on the equipment that these individuals need to have on them to move between the different plants, they do need a larger vehicle.

Ms. Wollschlager asked how the amount for the water main rehabilitation and replacement compares to previous years. Mr. Marsette answered that the amount is about the same, however, our cost estimates have increased because of the cost of pipe and fittings etc. The amount of piping that we'll be able to do for the same amount is a little bit less due to cost inflation.

A motion for Favorable Action on Motion B was made by Mr. Gillenwater, seconded by Mr. Pope. *The motion passed 9-0-0.*

Motion D Roll Call Vote:

Mr. Coburn = yes

Mr. Coffey = yes

Mr. Gillenwater = yes

Mr. Jacobs = yes

Ms. Monahan = yes

Mr. Pope = yes

Mr. Rooney = yes

Ms. Sciarra = yes

Ms. Wollschlager = yes

Motion E

This motion requests funding for the following item using Water/Sewer retained earnings and previous appropriations:

- PFAS Filter Media

Questions from the Committee

Mr. Gillenwater noted that we just brought the PFAS system online but we are already replacing media. What is the expected lifespan? Mr. Marshall stated that we are anticipating between 12 and 18 months, depending on how much volume we put through the system. In the guidance we're getting from the state, they want new, not rehabbed, carbon filters. We have six filters that we will need to replace over the course of those 18 months. The member noted that this could be a half million-dollar expenditure run rate per year. Mr. Marsette stated that we will be learning over the course of the next several years how frequently we will need to replace this carbon media. The requested funds are to replace media from four of the six carbon filters. There's a very long lead time currently with carbon media. The request is for now and not the spring, so that we can get our orders in and have the supply on hand or delivered when we need it.

A motion for Favorable Action on Motion E was made by Mr. Gillenwater, seconded by Mr. Coburn. *The motion passed 9-0-0.*

Motion E Roll Call Vote:

Mr. Coburn = yes	Mr. Coffey = yes
Mr. Gillenwater = yes	Mr. Jacobs = yes
Ms. Monahan = yes	Mr. Pope = yes
Mr. Rooney = yes	Ms. Sciarra = yes
Ms. Wollschlager = yes	

Motion F

This motion requests funding for the following item using the I&I Stabilization fund:

- Sewer Collection System Repairs and Maintenance

A motion for Favorable Action on Motion F was made by Mr. Gillenwater, seconded by Mr. Pope. *The motion passed 9-0-0.*

Motion F Roll Call Vote:

Mr. Coburn = yes	Mr. Coffey = yes
Mr. Gillenwater = yes	Mr. Jacobs = yes
Ms. Monahan = yes	Mr. Pope = yes
Mr. Rooney = yes	Ms. Sciarra = yes
Ms. Wollschlager = yes	

Motion G

This motion requests funding for the following item using Golf Course Retained Earnings:

- Fuel Tanks
- Sprayer

Mr. Marshall stated that currently we have a vehicle with tanks in the back that goes to the DPW fueling station weekly to fuel up. If that vehicle is in use for plowing or some other function, we need to fill up ten-gallon plastic containers to bring to the golf course. This system will allow us to have a tow behind that will contain about a one-month fuel supply.

Questions from the Committee

Mr. Jacobs asked about the approximate balance in Golf Course Retained Earnings. Mr. Marshall said it was in the \$800,000 range. During COVID, a lot of people wanted to get out and play golf, and we saw a significant uptick in our rounds, which has certainly helped with our retained earnings at the golf course.

A motion for Favorable Action on Motion B was made by Mr. Coburn, seconded by Mr. Gillenwater.
The motion passed 9-0-0.

Motion G Roll Call Vote:

Mr. Coburn = yes	Mr. Coffey = yes
Mr. Gillenwater = yes	Mr. Jacobs = yes
Ms. Monahan = yes	Mr. Pope = yes
Mr. Rooney = yes	Ms. Sciarra = yes
Ms. Wollschlager = yes	

Motion to close the Public Hearing was made by Mr. Coburn, seconded by Mr. Gillenwater. All members voted in favor, 8-0-0.

Roll Call Vote:

Mr. Coburn = yes	Mr. Coffey = yes
Mr. Gillenwater = yes	Mr. Jacobs = yes
Ms. Monahan = yes	Mr. Pope = yes
Ms. Sciarra = yes	Ms. Wollschlager = yes

Committee and Sub-Committee Scheduling / Committee Discussion (for items not on agenda)

The Chair indicated that she is trying hard not to provide materials at the last minute as was the case tonight.

Adjourn

A motion to adjourn was made by Mr. Coburn, seconded by Mr. Gillenwater. All members voted in favor, 8-0-0.

Meeting was adjourned at 10:38 pm.