

**TOWN OF NEWMARKET, NEW HAMPSHIRE
TOWN COUNCIL REGULAR MEETING**

April 5, 2017 7:00 PM

TOWN COUNCIL CHAMBERS

Approved April 19, 2017

PRESENT: Council Vice Chairman Toni Weinstein, Councilor Amy Thompson, Councilor Gretchen Kast, Councilor Kyle Bowden, Councilor Amy Burns, Councilor Casey Finch

EXCUSED: Council Chairman Dale Pike

ALSO PRESENT: Town Administrator Steve Fournier

AGENDA

Vice-Chair Toni Weinstein welcomed everyone to the April 5, 2017 Newmarket Town Council Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

Vice-Chair Weinstein said that Chairman Dale Pike was on vacation and was excused. She said they would start the meeting with presentations.

PUBLIC FORUM

Presentation of Town Report Dedications and Memoriam

Vice-Chair Weinstein said that every year a Town Report was published which was dedicated to one individual or several people who had served the community. She said this year it was dedicated to three (3) individuals.

Vice-Chair Weinstein said the first individual was **Kevin Cyr** who was the Newmarket Chief of Police for a number of years. She said he was a long-term resident of Newmarket and began his career as a part-time police officer in February 1977. He later served fulltime with both the Exeter and Newmarket Police Departments, and was promoted to Sergeant in 1989. He served as the District Court Prosecutor for the department for several years and was later promoted to Lieutenant and Captain, becoming Newmarket Chief of Police in 2005. Vice-Chair Weinstein said he led the department with integrity, thoughtfulness, and care for the well-being of the community. Under his leadership Newmarket became one of the safest communities not only on the Seacoast but in the State.

Kevin Cyr said it was both an honor and a pleasure to serve the residents of the Town and said he would miss the people. He said he was still working part-time and still connected to the law enforcement family, and at some point he may come back in a different role. He thanked everyone for the dedication and copy of the Town Report.

Vice-Chair Weinstein said the second individual was **Jim Hilton**, the long-time Recreation Director in Newmarket, who was not present this evening. She said he lived in Durham with his wife and his 10 children and 19 grandchildren, and had over 42 years in the field of recreation, with 27 years of service to the Town of Newmarket. She said he came to Newmarket in 1989 and modernized and revitalized the Recreation Department Programs. She said he secured funding for the Community Center and converted the former ambulance building into the Sunrise-Sunset Center for Newmarket seniors. She stated that Jim Hilton was a model of what a recreation director should be and he cared for all the members of the community. She said he intended to travel and continue to work with non-profits in the area.

Vice-Chair Weinstein said that as a community they extended their sincere gratitude to both Kevin and Jim for their outstanding services to the citizens of Newmarket.

Vice-Chair Weinstein said they were also honoring **Chris Schoppmeyer**, who was a dedicated member of his community having served as a member and Chairman of the Newmarket Conservation Commission. She said he was co-founder of the Newmarket Fishing Derby and would be remembered for his dedicated service to the Town of Newmarket and the many ways he enriched the lives of those around him. She said was also being honored with the Christian Schoppmeyer Memorial Park, which they were excited to be adding to the community. She said his wife Terri Schoppmeyer was present to accept the dedication on his behalf.

Terri Schoppmeyer said that Chris loved the Town of Newmarket and all the great people and wonderful activities available. She said they were very happy about the park and would treasure their copy of the Town Report.

Presentation of Appreciation to Outgoing Town Councilors

Vice-Chair Weinstein explained that when they elect a new Town Council they like to honor their outgoing councilors, and said this year there were two who had both served 2 terms on the Town Council. She said the first was **Gary Levy** who could not be here this evening and the other was **Phil Nazzaro**. She said both served as chairman and served the community in many ways. She said their leadership and guidance had also helped her as a councilor. She presented Phil Nazzaro with a Town Clock.

Phil Nazzaro said he wanted to thank all the previous councilors who worked with him as mentors as well as all the people he worked with on the Council over the years. He said he also wanted to thank the Town employees and the voters of Newmarket for entrusting him to do his best to serve the community for 2 terms. He said he hoped that everyone understood his place was one of philosophical consistency and he had wanted to see the best for the Town of Newmarket. He also thanked his wife Lauren and said he really appreciated the honor.

Vice-Chair Weinstein closed Public Comment at 7:09 pm.

PUBLIC HEARING – None

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

Acceptance of the Minutes of the Non-Public Meeting of March 1, 2017

Councilor Bowden made a motion to approve the minutes of the Non-Public Meeting of March 1, 2017 which was seconded by Councilor Burns.

Town Administrator Fournier polled the Council and the motion to approve the minutes of the Non-Public Meeting of March 1, 2017 passed by a vote of 6-0.

Acceptance of the Minutes of the Regular Meeting of March 1, 2017

Councilor Thompson made a motion to approve the minutes of the Regular Meeting of March 1, 2017 which was seconded by Councilor Burns.

Councilor Bowden made a correction on page 6 to change the word deceased to “discontinued”.

Town Administrator Fournier polled the Council and the minutes of the Regular Meeting of March 1, 2017 were approved as amended by a vote of 6-0.

REPORT OF THE TOWN ADMINSTRATOR

Town Administrator Steve Fournier said he first wanted to take the opportunity to welcome Councilor Kast and Councilor Finch and congratulate Councilor Weinstein on her reelection. He said he provided new members with orientation materials and said he would like to schedule a session with them to answer any questions. He said he would also set up visits with various departments so they could tour the facilities.

Town Administrator Fournier said he had received the new **Health Care Rates for FY2018** from the New Hampshire Health Trust. He said initially they had a guaranteed maximum rate increase of 10.9% which they budgeted for, but that rates had come in at a 4.2% increase over FY2017. He said this would mean a savings of \$40,000 in the FY2018 Budget.

Town Administrator Fournier said they had been discussing the **MS4 Stormwater Permit** which would regulate stormwater throughout the region. Geographically this included everything east of Manchester and south of Concord. He said he met this week with consultant Dean Peschel who is working with several communities on how they would actually be dealing with the permit. He said it was supposed to be issued later this year but the EPA surprised communities by publishing the permit on January 18, 2017. He said they needed to be in compliance with this by June [sic] 1, 2018 or face fines. (*Secretary's note: The correct date for compliance is July 1, 2018.*)

Town Administrator Fournier said he would be submitting a resolution to the Council to join in an appeal of the permit, as they believe the permit issued is intrusive. He said they used the same model for Massachusetts and there was a big difference between Boston and the more rural areas of New Hampshire. He said they were also one of 4 states whose own Department of Environmental Services did not write the permit (Federal EPA). He said it would be a coalition of communities and they were estimating the appeal to be approximately \$300,000, with the cost to the Town no more than \$8,000, and said the money was available in the Stormwater Capital Reserve Fund. He said the permit was a blatant overreach and they would not be able to increase flow into their stormwater because of the MS4 permit, which would make any development in the Town virtually impossible. He said he wanted the Council to support the appeal and would have the resolution to withdraw the funds at the April 19th meeting, as the deadline for the appeal was July 1, 2017.

Discussion: Councilor Thompson asked if Town Attorney Ratigan was involved in this, and Town Administrator Fournier said an attorney from Washington DC who did a lot of work for the Wastewater Treatment Plant would be spearheading the appeal. Councilor Thompson asked what the original date for the permit was, and Town Administrator Fournier said it would have been December of this year with a compliance date January of 2019. He said they were already working on a number of projects to address stormwater issues, but this would mean monitoring every storm drain and catch basin. Councilor Thompson said there was an effort in Washington to address the EPA on a number of issues that were overreaching, and she felt filing an appeal would also buy some time while this was sorted out.

Town Administrator Fournier said that Governor Sununu had already contacted the new director of the EPA and he would be coming to New Hampshire to meet with him and some of the communities that would be impacted. Councilor Bowden asked what the potential cost would be to become compliant. Town Administrator Fournier said they were anticipating Capital Improvements of \$500,000 plus what they were already doing to replace storm drains. He said the annual cost was unknown at this time but that a study was now being done to have engineers try to determine what it would be. He said the State had not come out with a plan of what they would need to comply with, and said many communities were looking to hire a fulltime person just to monitor the MS4. He said there could be some changes in staffing and said they had approximately \$250,000 already in the fund.

Councilor Burns asked if this was only for urban areas, and Town Administrator Fournier said they would all have to comply with MS4 even if communities did not have stormwater drains. He said they would also have to sweep all the streets after the winter to get salt and sand off the road, which they were already doing, and said they would have to dispose of it differently and not let it run off. Councilor Kast asked if the idea of the appeal would be to challenge the entire permit or just parts of it. Town Administrator Fournier said it looked like portions, but they did not yet have a finalized list from the consultant. Vice-Chair Weinstein asked about other communities joining besides Manchester, Dover, and Portsmouth. Town Administrator Fournier said Rochester and Somersworth were also joining and they were reaching out to some of the smaller communities as well.

Town Administrator Fournier said that **Rockingham County** was switching from a calendar year-based budget to a fiscal year. He said one issue was that they would have to come up with an 18-month budget to line up the fiscal year, which could result in a significant tax increase. He said town managers across the county met with a County delegation along with the Finance Director and County Commissioners to work on that and what the impact would be to municipalities. He said the County believes they have enough money in their fund balance to offset the change, as well as issuing a tax-anticipation note for bonding that difference to get them over the 6 months.

Town Administrator Fournier next addressed the **South Route 108 Widening Project**, and said he and the Town Attorney had a conference call with a member from the office of the State Attorney General and NHDOT. He reminded everyone that the State wanted Newmarket to repay \$43,000 for their project to install bike lanes on Route 108 from the Police Station to the Newfields town line. He said they were managing the project for the State and were assured no Town funds would be paid for the project, and that voters approved the project with that stipulation. He said the Attorney General's office did not agree and felt the contract signed by his predecessor, who they believed did not have the authority, should be honored and the Town held liable for the \$43,000. He said he replied that they could not expend funds without an appropriation and the voters had said no. He stated that the Town Attorney agreed completely and they were waiting to see if the State wanted clarification by going to court.

Town Administrator Fournier said as this was the first meeting after the election, he wanted to take the opportunity to thank the Town Moderator, the Town Clerk, and everyone involved as well as the Town Council for their work on the election which was not the easiest. He said they had a good turnout though it was difficult, and thanked the voters who made sure they got out early. He said he also wanted to thank the Public Works Director as well as the Police and the Town Hall staff. He said when they decided to hold the election they decided they would make it as safe as possible for everyone to get there, and election workers were offered rides from the Department of Public Works.

Discussion: Councilor Thompson asked for an update on the downtown crosswalks. Town Administrator Fournier said they originally planned to walk the site today and go over everything, but that due to the blizzards they agreed to push it out a few more weeks until the ground settled. He said he had heard from a number of vendors and at least one suit had been filed. He said that the last payment to the contractor would be less any liquidated damages to the Town which were approximately \$60,000, and he hoped to know more after the final walk-through. Councilor Thompson asked if they could go after the performance

bond if the cost to do the project correctly was \$70,000. Town Administrator Fournier said if anything happened with the contractor not being able to perform their duty they would go after the performance bond and hire another company to complete the project. He said their attorney was now attending all meetings.

Vice-Chair Weinstein said she wanted to reiterate the comments about the election, in particular about Town Moderator Chris Hawkins. She said he had an unbelievable decision to make and did the best he could, based on the information given him by the Governor. She said a lot of Towns were now in limbo and she really appreciated the decision he made to hold the election. She said she was grateful to the Department of Public Works and Town officials and everyone who pitched in. Councilor Thompson said she appreciated the efforts of workers and staff to get the polls ready and open before the Moderator arrived.

TOWN COUNCIL ORIENTATION

Town Administrator Fournier said he had a PowerPoint presentation for councilors to go over the role of the Town Council, the Town Administrator, and the Town staff.

Role of the Town Council

Town Administrator Fournier said the Town Council serves as a legislative and governing body of the Town. He said voters elect the Town Council and they hire a Town Administrator to be the Chief Administrative Officer. He stated that Town Councils were not Select Boards though they had some of that authority as well as the Town Administrator. He said per the Town Charter the Town Council has all the power of a City Council except to adopt the budget, and per State Law the Town Council has all powers of selectmen, city councilors, and aldermen, and all actions of a city apply to the Town Council. He said Newmarket was not a town meeting form of government except for the Budget.

Town Administrator Fournier said that per the Town Charter, the Town Council appoints a Chief Administrative Officer to manage the day-to-day operations of running the Town, and that the Town Council could not get involved. He said the Town Administrator has all the authority of a Town Manager according to the Town Charter and State Law. He said the Town Administrator appoints all department heads with Council approval, disciplines employees, and proposes a budget and a capital improvement plan to the Town Council. He said the Town Council makes the policy and the Town Administrator carries the policies out.

Town Administrator Fournier said the Town Council must act as a body, and that no individual councilor could influence the Town Administrator or other employees, or interfere with the duties of an employee. He said the Council must deal with employees through the Town Administrator, and violation was forfeiture of office (RSA 49-D:4). He said Newmarket adopted the Town Charter in 1991 and that the Town Council must adopt all laws of the Town. He said the only things that could be petitioned in Newmarket were financial to raise funds.

Town Administrator Fournier said the Town Council has budgetary control, and that the Municipal Budget Committee and a Town Meeting only approve the bottom line of the budget. He said during the year the Town Council has the authority, after recommendation from the Town Administrator, to move funds from one department to another. He said the Town Administrator has financial responsibility and must approve any manifest for payment, establishes the purchasing code, and appoints the Town Treasurer. He said currently any purchases over \$10,000 must come to the Town Council for approval, and anything below is approved by the Town Administrator. He said the Town Treasurer was different from the Finance Director, and was more an overseer of the Town's financial dealings and makes sure money is invested correctly, reconciles books, and actually signs the checks to make sure they know where it is going.

Town Administrator Fournier said the Council members needed to realize they were a team and were there to work together to insure they were moving forward as a Town. He said that councilors represented the entire community at all times and were doing this for Public Service, not to benefit personally, politically, or professionally. He asked that they set long-term goals as a team and treat each other and the staff with respect. He said they should make decisions after all facts were presented and discussed, and said the actions of the Council as a whole were binding and they could not act alone.

Town Administrator Fournier said that the Council Chair had no more authority than any other councilor, except that they run the meeting and assist the Council in making decisions and in moving discussions forward. He said the Council Chair works with the Town Administrator on the agenda, and any councilor had the right to submit items for the agenda. He said they also act as a liaison between the Town Council and the Town Administrator and help resolve conflicts between the two, and that the Council Chair is the ceremonial head of government.

Town Administrator Fournier said it was not the role of the Council to deal with staff, and they should let the Town Administrator and the Department Heads run the day-to-day operations. He said they should recognize and support the administrative chain of command and go to the Town Administrator with any issues. He said the Town Administrator works for the Council and they should try to get answers prior to a meeting. He said if a councilor requested information he would provide it to all councilors so they all had the same information. He said that all local government matters should be funneled through the Town Administrator, and he should be contacted with any complaints or concerns. Town Administrator Fournier said the councilors should deal with the Town Attorney through him or with the Town Council as a whole. He said if a council member has a legal question, he would get an opinion for them.

General Information

Town Administrator Fournier said the Town Council meets on the first and third Wednesday of every month. He said the Agenda closes on the Wednesday prior to a meeting at 12 noon, and no topic is received after that unless it is an emergency. He said the Town Council should not accept items at a meeting that staff does not have the time to review. He said that meeting packets were available the Friday before the meeting.

Town Administrator Fournier explained that ordinances were laws adopted by the Town Council and required 2 readings, a public hearing, and were then posted in the newspaper after adoption. He said

resolutions were policies or positions adopted by the Town Council and public hearings were not required. He said most resolutions were to approve administrative actions such as purchases or amending a policy. He said all required 2 readings, and at the first meeting the ordinance/resolution was simply read with traditionally no discussion. He said at the next meeting they hold the debate and then vote.

Discussion: Councilor Bowden said the second reading could lead to a third or fourth reading. Town Administrator Fournier said a lot of ordinances were amendments, and if you change the legislative purpose of an ordinance it is deferred to a third reading or another public hearing because the intent has changed.

Town Administrator Fournier explained that items put on the table at a meeting remain on the table until they are removed by a councilor. He said the next training held for councilors would be a Right-to-Know Session with the Town Attorney present. He said this would address all they could and could not do with public communications and would be scheduled sometime in May, separate from the regular meeting.

COMMITTEE REPORTS

Vice-Chair Weinstein said the *Budget Committee* had met on Monday April 3, 2017. She said Dan Smith was elected Chairman of the Budget Committee and Jeff Raab was elected as Vice-Chair. She said they went over the calendar for the coming year and welcomed new members.

OLD BUSINESS

ORDINANCES AND RESOLUTIONS IN THE 2ND READING - None

ORDINANCES AND RESOLUTIONS IN THE 3RD READING – None

ITEMS LAID ON THE TABLE – *Resolution #2015/2016-52 Authorizing the Designation of a Portion of Route 152 as an Economic Recovery Zone.* (This Resolution is tabled from the June 15, 2016 Council Meeting pending Planning Board action.)

NEW BUSINESS/CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS

Director of the Recreation Department

Town Administrator Fournier said that pursuant to Section 4.8 of the Newmarket Town Charter he hereby appointed *Ame'e Gigandet* as *Director of the Recreation Department*. He asked the Town Council to approve the appointment and the employee agreement.

Councilor Bowden made a motion to approve the appointment and employee agreement of *Aimee Gigandet* as *Director of the Recreation Department*, which was seconded by Councilor Burns.

Town Administrator Fournier said it was his pleasure to appoint Aimee Gigandet as Recreation Director, and said she had almost 2 decades of experience as the Deputy Director of the Town of Newmarket Recreation Department. He said he looked at the amount of time she spent on events and in making sure programming was done correctly, and said the business side of the Recreation Department was top notch. He said she filled in as interim director, and he had no reservations in appointing her to the position of Recreation Director and requested confirmation.

Discussion: Councilor Thompson said she had no problem with the appointment, but that there had been a discussion about accrued vacation and sick time at retirement and that going forward possibly changing that policy to “use it or lose it” and asked how that might apply. Town Administrator Fournier said that would be for any changes in personnel for a new hire, but that this person was already hired and that would mean a loss of benefits to that individual which they never did. Councilor Kast said she was really impressed by the popularity of the Recreation Department, in that people from other towns also applied for programs. Town Administrator Fournier clarified that Newmarket residents got first choice.

Councilor Bowden said he fully supported Aimee and he was excited to see what she was going to bring to the department. Councilor Burns said Aimee did a great job at the Recreation Center and the amount of work she accomplished in a day was unbelievable. She felt it was a great thing for the Recreation Center and for Aimee. Vice-Chair Weinstein said she had worked with Aimee not just in programs for kids, and said the Recreation Department served people of all ages in Newmarket. She said she also worked with Aimee in other areas and was excited to see her nomination.

Town Administrator Fournier polled the Council and the appointment of *Aimee Gigandet as Director of the Recreation Department* was approved by a vote of 6-0.

Macallen Dam Study Committee

Candidate: *Andrew Walker – Term Expires March 2020*

Councilor Thompson made a motion to approve the nomination of *Andrew Walker – Term Expires March 2020* as a member of the *Macallen Dam Study Committee* which was seconded by Councilor Kast.

Discussion: Councilor Thompson asked Town Administrator Fournier to address the policy for a non-resident to be on a Town committee. Town Administrator Fournier said the position was advisory only and he would not be making policies or making recommendations to the Council. He said if it were policy setting or a statutory position they must be a resident of the Town and a US citizen to serve. Councilor Kast asked about the application forms and if a question was marked by an RSA, were they required to answer. Town Administrator Fournier said they were if the committee required it. He said if it was a Library Trustee, the Conservation Commission or a Cemetery Trustee they were required to answer.

Town Administrator Fournier polled the Council and the nomination of *Andrew Walker* as a member of the *Macallen Dam Study Committee* was approved by a vote of 6-0

Macallen Dam Study Committee

Candidate: *Robert Sheehan – Term Expires March 2020*

Councilor Thompson made a motion to approve the nomination of *Robert Sheehan – Term Expires March 2020* as a member of the *Macallen Dam Study Committee* which was seconded by Councilor Bowden.

Town Administrator Fournier polled the Council and the nomination of *Robert Sheehan* as a member of the *Macallen Dam Study Committee* was approved by a vote of 6-0.

Conservation Commission

Candidate: *Andrea Sellers – Term Expires March 2020*

Councilor Thompson made a motion to approve the nomination of *Andrea Sellers – Term Expires March 2020* as a member of the *Conservation Commission*, which was seconded by Councilor Bowden.

Town Administrator Fournier polled the Council and the nomination of *Andrea Sellers* as a member of the *Conservation Commission* was approved by a vote of 6-0.

Cemetery Trustee

Candidate: *Edward Pelczar – Term Expires March 2020*

Councilor Thompson made a motion to approve the nomination of *Edward Pelczar – Term Expires March 2020* as a *Cemetery Trustee*, which was seconded by Councilor Bowden.

Town Administrator Fournier polled the Council and the appointment of *Edward Pelczar* as a *Cemetery Trustee* was approved by a vote of 6-0.

Library Trustee

Candidate: *Lisa Zhe – Term Expires March 2020*

Councilor Burns made a motion to approve the nomination of *Lisa Zhe – Term Expires March 2020* as a *Library Trustee*, which was seconded by Councilor Kast.

Town Administrator Fournier polled the Council and the appointment of *Lisa Zhe* as a *Library Trustee* was approved by a vote of 6-0.

Zoning Board of Adjustments (ZBA) Member

Candidate: *Robert Daigle – Term Expires March 2020*

Councilor Bowden made a motion to approve the nomination of *Robert Daigle – Term Expires March 2020* as a full member of the *Zoning Board of Adjustments (ZBA)*, which was seconded by Councilor Burns.

Town Administrator Fournier polled the Council and the appointment of *Robert Daigle* as a full member of the *Zoning Board of Adjustments (ZBA)* was approved by a vote of 6-0.

Zoning Board of Adjustments (ZBA) Alternate Member

Candidate: *Steven Minutelli – Term Expires March 2019*

Councilor Thompson made a motion to approve the nomination of *Steven Minutelli – Term Expires March 2019* as an alternate member of the *Zoning Board of Adjustments (ZBA)*, which was seconded by Councilor Kast.

Town Administrator Fournier polled the Council and the appointment of *Steven Minutelli – Term Expires March 2019* as an alternate member of the *Zoning Board of Adjustments (ZBA)* was approved by a vote of 6-0.

ORDINANCES AND RESOLUTIONS IN THE 1ST READING

Ordinance #2016/2017-02 An Ordinance Amending Chapter 30 of the Code of the Town of Newmarket, NH: Increasing Parking Violations and Allowing Permitted Parking in Certain Lots

Vice-Chair Weinstein read *Ordinance #2016/2017-02 An Ordinance Amending Chapter 30 of the Code of the Town of Newmarket, NH: Increasing Parking Violations and Allowing Permitted Parking in Certain Lots* in title only.

Discussion: Councilor Bowden pointed out a typo under Section 5 of the Ordinance to change the word went to “sent”.

Resolution #2016/2017-28 Resolution Relating to the Tucker Land Purchase

Vice-Chair Weinstein read *Resolution #2016/2017-28 Resolution Relating to the Tucker Land Purchase* in full.

Discussion: Councilor Thompson pointed out a minor scrivener’s error in the first sentence to remove an apostrophe from the word “its”.

Resolution #2016/2017-29 Resolution Relating to the Purchase of a Ford Police Cruiser for the Police Department to include Costs Associated with Replacement of Emergency Lighting and Equipment Setup

Vice-Chair Weinstein read *Resolution #2016/2017-29 Resolution Relating to the Purchase of a Ford Police Cruiser for the Police Department to include Costs Associated with Replacement of Emergency Lighting and Equipment Setup* in full.

Discussion: Councilor Thompson said in the last paragraph the words after funds should be “not” instead of no; and there should be no apostrophe in Radios.

Resolution #2016/2017-30 Resolution Relating to the Purchase of a Motorola APX6500 VHF High Power Digital Mobile Radio for the Police Department

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Vice-Chair Weinstein read *Resolution #2016/2017-30 Resolution Relating to the Purchase of a Motorola APX6500 VHF High Power Digital Mobile Radio for the Police Department* in full.

CORRESPONDENCE/ CLOSING COMMENTS

Councilor Kast said she was happy to be there and was looking forward to working with everyone.

Town Administrator Fournier said that Police Chief Kyle True would be the acting Town Administrator for the next meeting.

NEXT MEETING: Vice-Chair Weinstein stated that the next meeting would be held April 19, 2017.

ADJOURNMENT

Councilor Thompson made a motion to adjourn the meeting, which was seconded by Councilor Bowden. The meeting was adjourned at 8:22 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary