

~~Unapproved~~Approved
Candia Selectmen's Public Meeting Minutes
Monday, May 10, 2010

Attendance: Chairman Fred Kelley, Vice-Chair Carleton Robie, Selectman Joe Duarte, Selectman Amanda Soares, Selectman Richard Snow, Selectmen's Assistant Cheryl Eastman, and Administrative Assistant Andria Hansen

7:00 p.m. Chairman Kelley called the Public Meeting to order. Selectman Snow introduced Alex Patrick and Josh Hetzel from the Boy Scouts. They attended the meeting as part of their community service merit badge. Alex and Josh lead the Pledge of Allegiance this evening.

Jack Munn of SNHPC to discuss the Cost of Community Services survey (COCS): Jack Munn of SNHPC was present. He explained they worked on a Cost of Community Services survey last December. The survey was paid for with two grants. Citizen Ed Fowler was involved in getting the Score Grant. A COCS study looks at the relationship between municipal revenues and municipal expenditures based on three types of land uses: residential, commercial/industrial, and open space. There is a dollar expenditure that looks at how much it costs for the town to pay for those land uses. It's a onetime snap shot of the town's budget. They looked at the town's 2008 fiscal year budget, particularly the revenues and expenditures and what the town raises in property taxes, business licenses, permits and fees. They looked at certain allocation percentages which is where all the assumptions go into the study. For example, the town files an MS 1 report every year and in that report it breaks down how much the town received in property taxes and other revenue sources based on different types of land uses. They used this as a default allocation. They came up with two spread sheets one for revenue and one for expenditures. They put revenues in land use categories that were directly related to property tax, business licenses fee, etc. and did the same thing with expenditures. At the end they got a total dollar amount and a percentage break down and divide the two together and that gives you a revenue positive or revenue neutral figure. For Candia they found that for every \$1.00 in revenue collected by the town a \$1.03 is spent for services to residential properties, \$.69 is spent for commercial & industrial, and \$.19 for open space. This methodology was based on the American Farmland trust. It was put together by a cooperative extension type staff who wanted to show open space has less cost to communities. If you employ that model in New Hampshire, particularly the way the revenues and expenditures are done at the municipal level. It's typically residential that ends up being a costly land use area for communities. Commercial/Industrial tend to be a little more revenue positive so that for every \$1.00 the town takes in for commercial/industrial uses, less is paid out for services. This is what the study confirms. Also other studies that have been done around the state and Candia was compared to similar sized communities. This is information you will use as a community and look at from a planning and land use perspective; you may ask the question do we want to mix

this up and have more of a balance of commercial /industrial as well as greater open space. Mr. Munn asked if there were any questions. Ed Fowler asked under commercial/industrial the cost is high relative to other towns. There is only one town that is higher which is Freemont. Does this have to do with the fact that we don't have a lot of commercial/industrial usage in town, so the costs for that area go up? Mr. Munn referred back to the MS1 report that that town files with the DRA. If you look at the report 91% of the property taxes paid in 2008 came from residential real estate, 8% from commercial/industrial, and 1% from open space. This percentage breakdown allocation is kind of a default assumption. Some of the revenue sources and expenditures are not clear whether it goes to commercial/industrial. They had to use this default percentage. In those instances it might show that there is more going to commercial/industrial. Citizen Betsy Kruse asked Mr. Munn to clarify why the school expenses were not included? Mr. Munn replied they just wanted to look at municipal expenditures and revenues. The school is residential driven. They want to focus on the municipal end of it to determine from the municipal portion of the tax. They looked at what types of land were expenditures, so they left out the schools. Citizen Betsy Kruse asked if there was a rule of thumb amongst planners of what percent of development should be residential versus commercial/industrial versus open space. Mr. Munn replied it varies based on the size of the community. What Candia should do now is try to balance residential (at 91%) with commercial/industrial. This will help lower the taxes in the long term. If you keep promoting residential the taxes are going to continually rise, the cost of the school may fluctuate depending on society and the size of families. In the long term you have the Transfer Station, Police, Fire, and EMS. These things are driven by residential growth, so there is more cost associated with it. Planners look at the size of the community, the percentage of commercial/industrial, and they break down on a RC/I ratio. Depending on the type and size of the community that balance of the percentage ratio varies. There needs to be a community discussion, because this is something that should go into the master plan. Betsy Kruse asked when your all done building out Candia is there some rule of thumb that indicates how much percentage you should be looking at in terms of those three areas. Mr. Munn explained the build out analysis is based on your current regulations (Zoning, Subdivision, and Site Plan). You apply this to the properties. They determine the number of units that can be built when you take out the natural constraints (steep slopes, etc.). You then apply the zoning to the minimum lot sizes. Then you calculate that as an overall total for the community and overall future build out. It paints a picture of what the community could look like. Zoning and Land Use is a policy driven decision working with the Planning Board and the community. Every time the community goes to a Town Meeting to vote on a zoning article that's a policy decision that goes back into the ordinance and determines what direction your density and development you would like to see in the future. The build out gives you a visual and numeric impression as to what would ultimately happen in your community if the zoning stays the way it currently is. Over the next month they will be working with the Planning Board and asking "what if questions" like the town might want to have greater density at the four corners and have smaller lot sizes. There are some fiscal impact ratios you can apply to that to

get an idea of what the cost would be. Mr. Munn noted this is all about what the community would like to see and they are there to help. He explained that the town of Keene had very specific percentages they wanted to shot for. The town of Hooksett decided to not go with a specific percentage. The rule of thumb is an equal or 2 to 1 ratio, it's important to have a good ratio. The Board thanked Mr. Munn for his time.

Selectman Snow to discuss conservation easement for the Rand property. Selectman Snow noted last fall the Conservation Commission was approached by the Rand's about putting a conservation easement on their property. It was brought before the Selectmen and they agreed to proceed with this. Selectman Snow provided the Board with a handout (see attached). The first part of the process was for the Conservation Commission to go out and get an estimate of what the value of a conservation easement would be. The Conservation Commission funded this out of the conservation fund. Selectman Snow explained the preliminary value estimate. They looked at the value of the property without a conservation easement, with a conservation easement, and the difference between the two came out to be \$70,000. This would be the value of the conservation easement. The Rand's were interested in \$75,000. When this was brought back to the Conservation Commission, they felt they would have a hard time convincing people to give them more money than what the estimate was. The Rand's agreed to match our price at \$70,000 and this would extinguish the development rights on their property. Selectman Snow explained last Friday at a special meeting the Conservation Commission voted to find the cost of acquiring a conservation easement on the Rand property and to recommend to the Selectmen that they move forward with this. If the Board agrees to this they will put out a RFP to each of the available land trust groups to see who would be interested in holding the conservation easement. They will also be putting out an RFP to see who would be available to do a survey of the property. Selectman Snow provided the Board with a list of easement holders as well as a project expense worksheet. This will give the Board an idea of the approximate cost. All of the funds and costs will be covered by the conservation fund. The Rand's are provide a letter of their expectations for the deal their interested in making. The Rand's have already put the property on the market with the expectation that it would be sold with a conservation easement on it. They're interested in a prompt execution of a Purchase and Sale Agreement. The Purchase and Sale Agreement will define all of the terms and conditions. Selectman Snow noted it was his expectation that the Purchase and Sale will go through the Rand's attorney and Attorney Mayer and it will be done within 30 days. Once this is done and the Selectmen have signed it they will have 90 days to finish up what is necessary (the surveying, the writing of the language, etc.). Selectman Snow motioned that the Board accept the offer from the Rand's for a conservation easement on their property and authorize Town Counsel to enter into negotiations with the Rand's Attorney to craft a Purchase and Sales Agreement for the transaction, consistent with the terms and conditions of the offer and the best interests of the town. Seconded by Selectman Robie. All were in favor. Motion carried.

Departmental Reports: Highway, Police, Fire, Building, Solid Waste & any other depts.

Highway: Road Agent Lewis read from the attached report. Selectman Snow complimented Road Agent Lewis for doing a great job on the Bean Island Bridge. Selectman Robie asked if he cleaned up the wood chip pile. Road Agent Lewis replied that he didn't clean up the wood chip pile. Selectman Snow replied that it was done last weekend and would cover it in the Parks and Rec report.

Police Department: Chief McGillen read from the attached report. They've had a lot of motor vehicle complaints, so they're trying to hit the back roads early in the morning and during rush hour. They had an attempted burglary last month and several thefts. The department recently worked with the Marshalls on a guy they've been looking for two years. They worked Social Security agents and got a guy Sergeant Gallagher had been looking for, who had stolen tools on Critchet Road. Chairman Kelley thanked the department for their prompt response to his accident. Chief McGillen mentioned that car five has been stripped.

Fire Department: Selectman Robie read from the attached report. Selectman Robie thanked the department for an excellent job they did at a recent fire on Raymond Road. Selectman Duarte thought Fire Chief Young should be sent a thank you letter for his accomplishments up until this date. He's very pleased with his performance and the firefighters seem to be happy. It was the consensus of the Board to send a thank you letter to Fire Chief Young.

Building Department: Selectman Soares read from the attached report. She noted there have been some residential issues that Building Inspector Hallock has been dealing with. The permits are lower than last year. Selectman Duarte asked if fees were higher this year. Selectman Soares replied a little higher.

Solid Waste: Selectman Duarte read from the attached report. He mentioned that metals did pretty well with a total of \$4,579.65. He keeps looking at a couple of numbers and felt the compactor numbers keep going up. He explained we did 122 tons this year compared to 119 tons last year. They need to start educating the community on recycling efforts. Some of the recycling can produce income for the town. Welfare Director DelRosso thought the wind storm might have something to do with it. If people lost their power people probably just threw away their food and didn't bother to separate it. The recent fires in town might have affected it too. Selectman Duarte noted he has been watching the progression over the last three months and the numbers keep going up. If it was an isolated incident he could see it. The recycling market seems to be coming back, so the more we can take out of the waste stream and recycle, it will generate some money. Selectman Duarte noted that Welfare Director DelRosso had a good point.

Parks/Rec: Selectman Snow noted last month he had a significant number of volunteers and organizations help clean up the park. He felt this was a great output from the community to clean up the park. The Boy Scouts moved the pile of wood chips. He had people from the Candia Community Women's Club, the Boy Scouts, the Girl Scouts, and the CYAA. Selectman Snow thanked all of these organizations for their help. The Girl Scouts rebuilt park benches and they stained them all. Chairman Kelley informed the Board that the basketball poles have been straightened and the nets hung. The backboards are starting to rot, so they might want to take a look at them next year.

Road Agent Lewis mentioned he was going to re-do a small section of Critchett Road this month. He will be doing it out of his operating budget. This will be done on May 14th. Road Agent Lewis thought it would probably take a couple of weeks. The road won't be shut down.

Emergency Management: Emergency Management Director Bob Panit read a letter of thanks from the Manchester Health Department for the town's efforts in H1N1 vaccination clinic held in January. EM Director Panit noted that five or six of the department members have been participating in an incident command structure classes. The upcoming program is called the ICS 400. EM Director Panit asked the Boards permission to spend \$75.00 out of his budget to sponsor a meal at the ICS 400 class. Chairman Kelley noted there's no problem with spending the money from his budget. EM Director Panit mentioned that he had several members of the town inquire about the ICS 700 class. He has an instructor who is willing to offer the class. The Selectmen, members of the police department, and office staff are welcome to attend. EM Director Panit received a grant from the state to rewrite the local emergency plan and he would like to move forward with this. The cost is \$5,000 to update the local emergency operations plan. The hours to make up the balance of that grant, which is \$1,666.66, will be provided by counting the hours of all the people who have to contribute to that plan (i.e. law enforcement, fire department, emergency management, highway department). This will meet a portion of the grant. EM Director Panit explained that he and Road Agent Lewis spent quite a few hours putting together documentation from the wind storm. They don't know how much their going to get back, but he feels pretty confident they will be getting a decent amount back from FEMA.

The Board to consider appointing Donna Jean Hetzel as Deputy Tax Collector based on Tax Collector Stamatelos' recommendation. Chairman Kelley motioned to accept Tax collector Candy Stamatelos' recommendation to appoint Donna-Jean Hetzel to Deputy Tax Collector. Seconded by Selectman Robie. All were in favor. Motion carried.

The Board to discuss seven abatement requests received. John & Audrey Adkins: Selectman Robie read from the attached abatement recommendation. Selectman Robie motioned to deny John and Audrey Adkins abatement request based on Vision Appraisals and Assessor Tammy Jamison's recommendation. Seconded by Chairman Kelley. All were in favor. Motion

carried. **Anthony & Michelle Johnson:** Selectman Robie read from the attached abatement recommendation. Selectman Robie motioned to deny Anthony and Michelle Johnson's abatement request based on Vision Appraisals and Assessor Tammy Jamison's recommendation. Seconded by Chairman Kelley. All were in favor. Motion carried. **Alden & Sylvia Couture:** Selectman Robie read from the attached abatement recommendation. Selectman Robie motioned to deny Alden and Sylvia Couture's abatement request based on Vision Appraisals and Assessor Tammy Jamison's recommendation. Seconded by Selectman Soares. All were in favor. Motion carried. **Brant and Susan Kelly:** Selectman Robie read from the attached abatement recommendation. Selectman Robie motioned to deny Brant and Susan Kelly's abatement request based on Vision Appraisals and Assessor Tammy Jamison's recommendation. Seconded by Chairman Kelley. All were in favor. Motion carried. **Paul Hannagan:** Selectman Robie read from the attached abatement recommendation. Selectman Robie motioned to deny Paul Hannagan's abatement request based on Vision Appraisals and Assessor Tammy Jamison's recommendation. Seconded by Selectman Duarte. All were in favor. Motion carried. **Anthony & Michelle McBreairty:** Selectman Robie read from the attached abatement recommendation. Selectman Robie motioned to deny Anthony and Michelle McBreairty's abatement request based on Vision Appraisals and Assessor Tammy Jamison's recommendation. Seconded by Selectman Duarte. All were in favor. Motion carried. **Robert Johnston:** Selectman Robie read from the attached abatement recommendation. Selectman Robie motioned to deny Robert Johnston's abatement request based on Vision Appraisals and Assessor Tammy Jamison's recommendation. Seconded by Selectman Soares. All were in favor. Motion carried.

Discussion about interdepartmental communications regarding emergency related events.

Welfare Director DelRosso explained that she and EM Director Panit thought that with the transition of people coming and going they should get together. This would include the Fire Chief, Police Chief, Emergency Management Director, Road Agent, and members of the Board. Anyone who would be informative going forward if there was a disaster i.e. an ice storm, snow storm, any other related disaster. EM Director Panit explained he spoke with Welfare Director DelRosso about this and she expressed concerns on how she should get notified when there is an emergency. They reviewed the process of a major emergency. He pointed her in direction of the Emergency Management Plan. In the event of a fire she should speak with Fire Chief Young and he would be happy to speak with her about this. He explained that when there is a major disaster the guys are extremely helpful with going out and doing wellness checks. Town Clerk Dupere always provides them with a list. EM Director Panit did apologize, because he was used to talking with Mary Hall who was both Health Officer and Welfare Director. The job has been split in two now. When there is a large scale emergency he's in phone contact with Road Agent Lewis, at least one member of the Board, the Selectmen's Office, the Police Department, and the Fire Department. The last few storms there has been problems has been telephones, radios, and computers (internet). Unfortunately, Welfare Director DelRosso has bad cell phone service where she lives. So next time when they do have an incident they will somehow get word to

Welfare Director DelRosso. They can touch base with the other departments and go from there. They should develop an initial incident action plan. Selectman Snow asked if this ties in with the ICS 700 course. EM Director Panit explained the ICS 700 will be a general overview of the incident command system and which roles people play and what they do. The ICS 700 gives a very basic overview of the incident command system. Selectman Snow asked who would be teaching it. EM Director Panit asked Deputy Fire Chief Paul Hammond of the Raymond Fire Department to teach the class. EM Director Panit noted he would come up with a few dates and see which one will work out. Chief McGillen noted he and Sergeant Gallagher had recently met with a representative from Code Red. He explained the residents will go to the website and provide email, cell numbers, or home numbers. A number they would want to be notified at in the event of an emergency. The cost for the service would be \$4,200. They looked into a company called Nixel and it's a free service. They do email and phone calls. The residents would go to the town website and there would be a link and the residents would put their information on the company's website. Chief McGillen noted that he is still looking into this and would like to meet with EM Director Panit on it. The information the residents put on the site is confidential. The gentleman who owns the company used to be a former prosecutor in Virginia. He is developing some technology that he would like to sell to the defense department. He thought he might be providing this free service as a test. The town of Lee just signed up for this. They make road closure announcements, school closures, etc. It's not just for the police, it's for the community as well. Chief McGillen noted he is still researching this and would get back to the Board on it. EM Director Panit noted the town of Merrimack uses something similar to Code Red and it has been successful when they have dealt with emergency situations. He hasn't heard any negative feedback regarding it. Citizen Larry Twitchell asked how is residents privacy protected and he has a concern about this. He didn't feel comfortable going on a website and putting up his cell number and a bunch of other information. Citizen Joanne Beckwith asked how it works if you don't have a computer. EM Director Panit noted the bugs haven't been worked out on it and they have a ways to go. EM Director Panit mentioned the school uses something like this to notify parents on school closures. Selectman Snow noted that you get what you pay for.

Selectman Soares to discuss RFQ's for incinerator closure at the old recycling center. Selectman Soares explained the first step is that they need to have an industrial hygienist test all of the ash samples within the building and the incinerator to determine if its hazardous waste or not. There are several companies that will do this. She provided a quotation of what they need to have done. The testing is one sample of incinerator ash and four additional samples will be collected for asbestos. They need to have five random tests at different levels throughout the building. She needs to add five random level tests to the RFQ. Chairman Kelley asked if she saw the sample SWC Chair Al Couch sent out. Selectman Soares replied that she had and as far as the particulates are concerned they should be good, but this has to be professionally done. There has to be five binders and five copies of everything to present to the state upon this

closure. Chairman Kelley asked how much would the testing cost. Selectman Soares thought it would approximately cost \$1,700. They determined they wouldn't need to take a lot of samples. She explained there shouldn't be any asbestos in the incinerator, but it has to be tested because there is no documentation saying it was removed. She explained this will come out of the closure fund. Selectman Robie asked if they are going to get another price. Selectman Soares replied she is sending it out to different firms for pricing. *Selectman Robie motioned that the sample testing will go out to bid. Seconded by Chairman Kelley.* Selectman Snow questioned if it will go out for bid or quote. Selectman Soares replied she would change it to request for bid. Selectman Snow asked what the activities were. Selectman Soares explained the activities are what they have to collect and document where they are taking it from i.e. top tier, side perimeter of the incinerator, etc. Selectman Kelley noted someone from the town should be there during testing. *All were in favor. Motion carried.*

Other Business:

Insurance renewal: Selectmen's Assistant Eastman explained that if they sign up for a five year commitment with Primex they will give the town a 7.5% discount on their premium. If they want to stay with them three years they get a 5% discount. It's a good way to get the discount. Chairman Kelley motioned to stay with Primex for five years. Seconded by Selectman Soares. Selectman Snow asked how much longer on this policy. Selectmen's Assistant Eastman replied until June 30, 2010. Selectman Snow asked who Primex's competitors are. Selectmen's Assistant Eastman replied LGC and wasn't sure of others. Selectman Soares asked if the Board wanted to put this off. Chairman Kelley could have Selectmen's Assistant Eastman research other companies. Selectman Robie asked if we had asked for any quotes. EM Panit noted LGC is currently dealing with litigation issues. Selectman Snow felt comfortable with getting some quotes. Selectman Snow motioned to table this until the June 1st meeting. Seconded by Selectman Duarte. All were in favor. Motion carried.

The Board to consider the reappointment of Judy Szot and Frank Albert as members of the ZBA: Chairman Kelley motioned to reappoint Frank Albert and Judy Szot to Zoning Board of Adjustment as full members. Seconded by Selectman Robie. All were in favor. Motion carried.

Dragon Mosquito report: Chairman Kelley noted there was a statement he disagreed with. The statement said the Selectmen stopped their progress. He felt they didn't delay them at all. Selectman Soares would like the Board to review this report. Selectman Robie questioned if the mosquitoes larvae hatches are we still locked in to the \$38,000 contract. Do we still pay them when there are no larvae left to treat? Selectman Soares replied that she would find out. Selectman Snow clarified is the contract \$38,000 no matter what they do. Selectman Soares stated she would talk with Dragon Mosquito about this. Selectman Robie asked if they could

have another report next month. Selectman Soares would make sure they have a monthly report. Selectman Snow asked if the pond park and school area are being tested. Selectman Soares noted that they did the school area and wasn't sure about the pond park, but she will find out. Selectman Robie asked if they will notify us before they spray. Selectman Soares replied they will notify the Board before they go to the next step.

SNHPC Build Out maps: Selectmen's Assistant Eastman explained that SNHPC was looking for permission to receive electronic copies of the town's maps from their mapper Don Dollard. They would like to use the maps so they would assist in the accuracy of their build out maps. Planning Board Chair Mary Girard replied she didn't know anything about this. She knew they were going to do a build out study. She noted they Jack Munn talked about it, but he didn't say anything about the maps. There was discussion about overlays. Selectman Snow noted there is a copyright on the town maps. Chairman Kelley asked Selectmen's Assistant Eastman to check with Administrative Assistant Sharon Robichaud about this.

Car 5: Selectman Soares noted she was contemplating ideas for the Building Inspectors. She went to Merchants Auto to look at a lease option for the Building Inspector's vehicle. She wanted to look at options. It's about \$230 per month and you trade it in every three years. If you buy a used vehicle the amount is about the same. She thought a Ford Focus would be a good car. They need to replace the Building Inspector's car with something affordable. Selectman Snow asked which car is having problems. Chairman Kelley noted car five has suspension problems and is not safe for high speed chases. Chairman Kelley explained the Building Inspector's car is fine mechanically, but the transmission is making a noise. If you drive it around town and put 3,000 mile a year it should be fine. The torque converter is starting to make noise and the transmission is not worth replacing. Selectman Snow suggested putting car five's transmission in the Building Inspector's car. Selectman Kelley said you could do that but it will take time and money. Selectman Robie noted car five has 108,000 miles on it and that is low mileage for cars these days. He felt they shouldn't go and lease a car. Selectman Duarte asked if there's a safety issue with Building Inspector's car. Chairman Kelley replied no. There was further discussion about the condition of the cars. Chairman Kelley suggested parking car five and using it as a spare. Selectman Snow suggested letting BI Hallock go back and forth using the two cars. Chairman Kelley suggested selling the Building Inspectors car and giving him car five. Car five is fine for him as long as he doesn't drive it at a high speed. Selectman Snow motioned that they give Building Inspector Hallock car five and sell the other one. Seconded by Selectman Soares. All were in favor. Motion carried

Approval of Previous Minutes: Public Meeting Minutes of 4/12/10, 4/14/10, and 4/26/10: Chairman Kelley motioned to accept the public meeting minutes of April 12th, 2010 and April 14th, 2010 as presented. Seconded by Selectman Soares. All were in favor. Motion carried.

Selectman Snow motioned to accept the April 26th, 2010 as amended. Seconded by Chairman Kelley. All were in favor. Motion carried.

Third shift differential: Chief McGillen mentioned a memo he sent to the Board. It explained when the officers work third shift they get a \$.50 differential. Selectman Snow clarified as long as they are working third shift, they way its written is they get third shift differential all the time and any time. Selectman Robie asked if you have an officer scheduled third shift he gets paid \$.50 more per hour. If he calls in does the person covering get the differential. Chief McGillen replied no. Selectman Robie asked about 75% of the time is the person covering getting overtime. Chief McGillen replied he didn't know the percentage, but that could be the case. Selectman Snow felt if the officer who is covering is not in overtime he should get the differential. Welfare Director DelRosso noted what if the officer worked 3-11; he is up all of that time and should get the differential. Selectman Snow stated this should be done as a regularly thing. Everyone who works the third shift should get the differential. Selectman Duarte stated it seems fair that the covering officer should get the differential. Chairman Kelley clarified if the third shift guy gets \$.50 more an hour and he covers day shift hours does he get time and a half. Selectman Soares stated the \$.50 is just for the third shift. If the second shift goes into the third shift they get the differential. Selectman Snow asked if the rate for a normally scheduled officer translates to be the same rate if he is working in the daytime. Selectmen's Assistant Eastman replied no because there's a \$.50 differential. There was further discussion about the \$.50 differential. Welfare Director DelRosso noted if officer is on vacation he isn't getting the differential. Selectman Snow felt whoever is working third shift should get the third shift differential. Selectman Snow moved that any officer who is working 3 shift should get the third shift differential when he is working the 3 shift. Seconded by Selectman Duarte. All were in favor. Motion carried.

Selectman Duarte motioned to adjourn at 8:59 p.m. Seconded by Selectman Soares. All were in favor. Motion carried.

Respectfully submitted,
Andria Hansen
Recording Secretary