

Community Preservation Committee Meeting of December 15, 2010

PLACE: Town Hall

6:30 P.M. Meeting called to order by Chairman, Jeffrey Lucas

A. Quorum/Attendance -

Members in Attendance were: Chairman, Jeffrey Lucas, Terrence Meredith, James Souza, Jay Simmons, Cynthia McNaughten and Ann Richard.

Members not in Attendance: William R. Markey, Vice Chairman, Frank Rezendes, and Carol Tyson.

Planning Director, William Roth was also in Attendance.

Jay Simmons arrived at 6:39 P.M.

B. Approval of Minutes – November 18, 2010

Chairman, Jeffrey Lucas identified a correction on the last sentence for page two of the minutes for November 18, 2010. Motion was made by Jay Simmons and second by Terrence Meredith to approve the minutes for November 18, 2010 with the correction on page two. Unanimous vote of the Committee. Motion passed.

C. Bills:

W.B. Mason - \$ 61.57 Supplies. Motion was made by Ann Richard and second by James Souza to pay the bill for W.B. Mason. Unanimous vote of the Committee. Motion passed.

Staples - \$327.97 Supplies. Motion was made by Ann Richard and Second by Terrance Meredith to pay the bill for Staples. Unanimous vote of the Committee. Motion passed.

FHA-Fire Alarm-Art #14B - \$40,000.00. Motion was made by James Souza and second by Cynthia McNaughten to pay the FHA bill. Unanimous vote of the Committee. Motion passed.

D. FY 2011 CPC APPLICATION REVIEWS

6:30 P.M.: Housing Authority – Ash Street Siding & Repair

Chris-Anne Sheedy, Executive Director for the Housing Authority was present and gave the committee some handouts regarding the project for Ash Street in support of their application. Family housing, which is three different duplexes for housing, that were built in 1989.

Chairman Jeffrey Lucas: Do they require it?

Krisanne Sheedy: It's not their requirement but if it can be done, that's what they would like to see. And the second handout, says capital planning system. That is another department of Housing and Community development new inventory system that is actually assessing and inventorying all the properties at all the different Housing Authorities in an attempt to start to put together capital improvement projects and a capital improvement plan. Very different system than what they had in the past. This is going to be much more in keeping with a HUD funded project which we are not, we are State affiliated completely. But now the State is trying to start and regularly fund modernization work and capital improvements. This is just a printout of the database and it shows when this was inventoried they also made that recommendation that it's getting to be time to replace that siding and the roof.

Chairman Jeffrey Lucas: I see where this was done in 2006.

Krisanne Sheedy: Yes the assessment was done in 2006 and they are finally putting the whole thing together. And I'll take any questions.

Chairman Jeffrey Lucas: Do you have the HUD match in hand that you mentioned? You had the estimated cost at \$24,000 and you're asking for \$50,000, so do you have that match in hand?

Krisanne Sheedy: Not in hand, this is a brand new process with the State. They have allocated that money to be distributed in 2012. Right now we're supposed to be formulating our wish list. They have allocated \$125,000 to the Fairhaven Housing Authority for the year 2012 and then we have an allocation for 2013 and 2014 that goes up to just over \$200,000 each year. So the monies are not in hand, but it is promised to us.

Chairman Jeffrey Lucas: If you do get the money, will you be able to use it soon enough? How much time do they have to use the CPC funds?

William Roth: Two Years.

Ann Richard: Has there been any other consideration for alternative energies, like solar panels on the roofs?

Krisanne Sheedy: We were looking at finding co-generation furnaces initially. We didn't really look into solar too much yet because the State regulatory DHD has not gotten overly invested in solar. But it's something they would consider but it just hasn't been something they have been able to put in the forefront of the processes.

Ann Richard: Because the tenants pay their own utilities.

Chairman Jeffrey Lucas: The tenants pay their own utilities?

Chris-Anne Sheedy: Just in family housing. Senior Housing they don't pay their own utilities but with family housing they do.

Chairman Jeffrey Lucas: I did have a chance to go by and do an inspection. No decisions will be made today. We will need more details.

6:45 P.M. - Town Hall Repairs

Jeff Osuch: We have five projects remaining and the first main project is the S.E. Corner of this building. Earlier this year it sprung a leak. If you go to the meeting room on the second floor and you look at the corner which is the S.E. Corner, that has like a hexagon effect to a wall, you'll see a piece of the ceiling that is stained and a piece of the plastering is falling. If you go above it to the room above, you have blistering and what I mean by that is that you have the plastering on the wall that is coming down because of the moisture coming in. A local Masonry Contractor put up his ladder and two things were determined, there's some terracotta, and if you go outside on that corner you're going to see that we've got the large louver's that enter into that corner, they believe that the caulking around the perimeter is gone combined with where the base is on the east facing east that the terracotta has cracks in it and that is where the water is getting in. It appears to be during rain storms that are from the east. So the recommendation is for \$10,000.00 to repair the cracks and also repair the masonry directly below the terracotta and also do those louvers and tear out the old caulking and replace it.

The second project is for \$33,600.00 to rebuild portions of the wall sconces. As you walked into Town Hall tonight, there are two light sconces on either side, the globes are brand new, they are not plexiglas like somebody had done years ago, plus the light that doesn't work on the south west corner on the staircase facing west where the tax collectors office is, that one is in bad shape. If you go out there and you look, and again it's all these fancy spiral pieces that they built it with, they've actually deteriorated to the point that a lot of the light fixture itself is doing this in a good stiff wind.

Chairman Jeffrey Lucas: Is this a free standing one or is it a wall sconce?

Jeff Osuch: It's free standing in a sense that it hangs off a bracket that hangs over the arch of the door.

Chairman Jeffrey Lucas: Ok. So it's not the same because I was looking at those the other day.

Jeff Osuch: If you look at the easterly one, you will see that of the two lights, one of them is now leaning and again it is just basically aging. They are originals to the building. So if you see fit to appropriate the money, those would be taken down and actually shipped out and rebuilt similar to the two we have here. Now the other

thing that we have to do, the same as we did with these is we have to replace the wiring. The wiring is so old that you can take it in your fingers and it's so brittle it would snap in your fingers.

Third item again, priorities the idea of putting screens on windows. Right now the windows have no screens on them.

Fourth item, if you look at the Main entrance to the building on either side of the doorway there is a window, one window is where the copy machine is and the other is on the Town Clerk's side, on the sides of the windows are terracotta pilasters. The ones on the Town Clerk's side are completely gone. If you want to see what they look like, look on the west side. What you're going to see is, years ago when they had cracks and what the problem is moisture getting in there rusting the steel shaft and when it rusts, the rust expands and it cracks so if you look at the pilaster along the edges on the west side, what you're going to see is someone got creative years ago and they took cement, they chipped out what was broken and they filled it in with cement and then they colored the cement with a reddish brown dye. The only difficulty is cement and terracotta doesn't bond. So over the years, the edges have opened up so water is continually getting in. You've have two on this side, over the years with frost and freezing have split wide open and fell apart. The two on the other side if you go look at it right now, you can see that they're opening up, it's just a question of is it this year or next year, sooner or later they are going to collapse. With the last restoration project, we had a mold made, so we can reproduce them.

The fifth item is if you go on the west side of the building near where the finance department is and the people that work down there usually come in from the outside in the summer. You come down the staircase and the brick which is similar to the brick sidewalk which runs around this building and the library, the brick is like this, it's over the years, some of the bricks are cracked and there is also a floor drain that's in the bottom of that lower level and we've had problems with water backing up during rain storms and what we've found it goes out under the lawn and then makes a turn, we believe closer to the corner of the street, there is at least one pipe that we could see and we ran a T.V. camera down the line. They found a piece of pipe that's a couple of lengths in and at the top of the pipe there's split pieces are missing. So we believe what is happening is when you get heavy rains the water swirls as it comes off the building, underground it picks up velocity coming down the building makes the pass horizontally and it fills the pipe and that swirling action is pulling the earth through the cracks and of course carries the earth further down and then slowly plugs the pipe. So, occasionally we have to get the sewer department to come down with their roto roter equipment. The trouble they have is they don't know where the bends are.

Chairman Jeffrey Lucas: So your saying that drain goes out to the Street?

Jeff Osuch: No.

Chairman Jeffrey Lucas: But it goes into our storm drain system?

Jeff Osuch: No, it goes into our sewer system.

Chairman Lucas: The Sewer System? Should it?

Jeff Osuch: In the eyes of the Environmental Protection Agency today, No.

Chairman Lucas: But there is no other option right?

Jeff Osuch: Correct.

Chairman Lucas: Any questions?

Jay Simmons: What was the previous work done in the S.E. Corner?

Jeff Osuch: On the East side over the Town Clerks windows, just to the South side of the windows, you can tell where the new brick has been installed by the color. That corner of the building had no coating and no steel in that corner so if water had leaked in it would run on the inside of the wall. There was a pigeon problem, and the pigeon droppings were clogging the pipe, so water was getting in. Water was getting in and rusted the beam and they had to cut a portion of the beam out. That is the east wall.

Jay Simmons: So could the water issue be there as well or was it addressed at that time?

Jeff Osuch: Well, we'll never know that unless you tear the wall apart in order see inside. There is no brick pushing out what I think it is water getting in. For example tonight is freezing, it's 20 degrees.

Jay Simmons: I guess what I'm getting at, is it the same type of problem you had before that had to be addressed just in a different location?

Jeff Osuch: I don't think so, from what the Architect said it is a different issue because the other one you could see the brick and the wall was actually pushing out and that's not what we're seeing here, we have water in the side of the building and we don't know where it's coming from other than the caulking is gone and you can see the miss-alignment of the terracotta where it was where it was $\frac{3}{4}$ of an inch higher one piece then the other piece and the crack between them is opened up.

Chairman Jeffrey Lucas: I was going to ask you if you agree with the priorities set?

Jeff Osuch: In what way?

Chairman Jeffrey Lucas: In the 1,2,3,4, and 5. I see Dyer Brown put them in that order. And I was wondering if you agree with it just in case we can only fund some of your request?

Jeff Osuch: To be honest with you, I think 1 and 2 are your primary priorities and I say that because it's the structure of the building. I mean certainly screens would be nice to be in the window and pilasters. If they're gone completely on one window, now and they are going to be gone on another window, it impacts more of a aesthetics look.

Chairman Jeffrey Lucas: I was just wondering if it didn't get funded completely whether it would be smart to take the ones before they fall off and hurt someone. And, I was wondering about the brick patio because that was drainage. I was wondering if it was going in the building and you answered that question.

Jeff Osuch: I think the support that this committee has had for the exterior of the building has added up to almost a million dollars. We set this up in priorities and we certainly expect that we're going to see some cuts. Whatever we can't accomplish this year, maybe we can next year.

Chairman Jeffrey Lucas: Any questions or comments? Thank you very much Jeff.

7:03 P.M. FAIRHAVEN HIGH SCHOOL -WINDOW RENOVATION PROJECT

Paul Kitchen: The Board was nice enough last year to give us a \$50,000.00 figure to fund a feasibility study and that's how we got the application. The Architectural Firm that was selected was Mendes Torres and Spencer. They are out of Boston. They did a total evaluation of the exterior of the high school and that won't be completed until next month. This portion of the report deals solely with glass because what occurred in October is that the Mass. School Building Authority opened up Green projects which deals with glass, roofs and boilers. So they will fund projects outside the schools, capital projects, but they will fund energy efficiency projects. The rate for this community in the past for building projects has been 54 to 57%. I don't know what the rate is going to be. This project is still in review. They hope to have all the reviews completed by January. They've approved the Hastings application for windows which obviously doesn't fall under your historic criteria but we've applied for the MSBA to ask for reimbursement project for a green project what is identified inside the breakout for a proposal by the Architects are I believe 320 windows.

Chairman Jeffrey Lucas: 320 Windows and 70 odd stained glass.

Paul Kitchen: In the walk through with two Representatives from the MSBA, they indicated that stained glass would not be considered an energy efficiency upgrade, so what would be qualified would be the 316 replacement sash with new thermal glazing, the installation of 211 of the transom windows, windows above that section and then obviously the prep and painting would be covered. But the windows with the stained glass would not be covered as an energy efficiency upgrade. So obviously the total cost is much more than we could ever imagine. That is glass. My application is based on what I'm looking for from this community. I've seen the requests and it exceeds what the annual receipts are and estimated revenue are in the past. The project would

be narrowed or put in phases but it's an opportunity to get a reimbursement to cover more of that building. I think that the photos would suggest that there are areas. If you look at the third page of photos.

Chairman Jeffrey Lucas: I particularly like the stained glass review too. Very thorough. Well done.

Paul Kitchen: I think the Architecture did a fantastic job. During the High School renovation in the late 1990's the transom windows weren't touched and I don't believe the stained glass windows were touched, the sashes weren't touched either. The windows were painted and they did put the thermal windows in. I believe the report indicated that 10% of the windows have failed. 100% of the windows have trouble closing or opening due to the modification when I removed the weights in them. Some of them don't lock. On the stained glass ones there are whole sills missing. The design costs would be initiated if the State comes back in January and says that we have approved you for this percentage and whatever figure it comes out to, we would have to have a design cost prior to fabrication moving forward and whatever area that would come from and we still would have to wait for Town Meeting approval and we'd have to wait for Town Meeting for any additional money. The design portion of it would probably come from the Trust to initiate the start of the design or the areas that would be affected for fabrication. The Grant window only allows for the money to expend by December so any area that we address would have to begin and start design probably by May and paid for out of Trust, the May meeting will give us a figure from Town Meeting and then fabrication will have to take place. It will probably take, eight weeks. We'll start in April.

Chairman Jeffrey Lucas: Eight weeks for custom made mahogany windows?

Paul Kitchen: I'm just saying we're probably going to be installing probably in September.

Cynthia McNaughten: Suggest the stain glass restoration; if you take everything else out, it's still going to be \$120,000

Paul Kitchen: Yes.

Cynthia McNaughten: And that's still in the current review for the MSBA even though there not going to fund it?

Paul Kitchen: Yes. Actually they are doing it a little different for the green projects. What they have is a list of Architects and a list of Project Managers and you get to select your Architect and your Project Manager from the lists so you don't have to go through the process. Mendes, Torres & Spencer is not an Architect that is on their list. However, since this is a Historical property, they suggested that they wouldn't have any issue with using them.

Chairman Jeffrey Lucas: Any other questions or comments?

William Roth: Yes, so come January you hope to have an answer back from the MSBA and know how much they will fund?

Paul Kitchen: Yes.

William Roth: Because this Board doesn't have to make a decision until February.

Chairman Jeffrey Lucas: I have a problem with the application because it's all bundled in one huge project. It's not pieced out like some of the other projects like, A,B, and C.

Paul Kitchen: I think the determination is going to be determined by the MSBA what they're going to fund. If they say, we'll fund any thermal, then I'll know I have 326 thermal windows, I have 211 thermal transit windows, I have all those sashes that I can paint, I have eliminated \$121,000.00 for stained glass. That's all they won't pay for, now I have to say, I'm going to get 62% so I need to get the rest.

Chairman Jeffrey Lucas: Yes because even the opening sentence, "The request for funding shall be utilized at the Fairhaven High School for restoration in conjunction with the application for Massachusetts ...". I kind of lose track whether the money is being matched or if it's used as an application fee or if it's used for actual construction. The format that it's written. And then when I go back into the cost estimates and I see, and I'm not into finance and I'm certainly not an authority but I see what appears to be a lot of soft costs or contingency, you

have a repair costs and then you have 10% on that and then you have general Administrative which is another 10% with some permits and bonding and then you get down to the construction, and we have another design fee and soft cost, and I see another contingency for 10%. I see 30% in contingencies and 12% in construction soft costs and I'm saying "Wow, this project got expensive fast". And I don't know, how much of those are realistic and how much of this is just pie in the sky.

Paul Kitchen: You can always negotiate your Architectural fees and your soft costs and I think by doing a preliminary based on what is going to be allowed for matching costs from the authority, because the way it used to be was when we used to build or use a project, the Town would pay the whole amount and then they would reimburse you whatever percentage the Town qualified for..

Chairman Jeffrey Lucas: Well, I know that with the economy we are in, some of the other projects have gone out to bid and I know through Contractors and things that everybody's sharpening a pencil and a lot of costs are a lot lower than expected.

Paul Kitchen: Yes and I think I said that the paint, I don't want to say that it's an unskilled labor, but its minimum wage.

Chairman Jeffrey Lucas: Well on a project like that it's Union isn't it?

Paul Kitchen: Yes its minimum wage but being compared to Manufacturing or producing quantities like with the Mahogany frames, then you have a glazer. A glazer is where your costs are going to be flexible but I think on the craftsmanship on the Mahogany frames or on the sashes it's different.

Chairman Jeffrey Lucas: And that leaves the one specific question I had on the glazing. You have a 20 year warranty on the glass. Are these Mahogany Sash going to be glazed the same, I mean you're going to replace the glass, I mean I'm hoping we don't have to replace the sash when the glazing goes south or stress cracks or something. I'll leave that to the people that are hopefully designing it.

Paul Kitchen: When the glazing pops. I see what you're saying. It is standard practice for new construction to ask for a sample.

William Roth: When is MSBA going to have a meeting?

Paul Kitchen: I spoke with them to day. I spoke with a gentleman by the name of Noah Luskin and he said that they were having a meeting today and I don't believe we were on the list today. And every time you ask them they say, "We're pursuing all project applications with due diligence".

William Roth: So by January or February you'll have the scope down to what you need and the rate?

Paul Kitchen: Yes and the rate.

Chairman Jeffrey Lucas: Thank you.

7:20 P.M. MILLICENT LIBRARY ARCHIVIST – FAIRHAVEN CEMETERIES GROUND PENETRATING RADAR PROJECT

Debbie Charpentier: This project is to perform ground penetrating radar on the part of Woodside Cemetery that is currently Town owned property. I only brought one map and this is going to give you an idea, this is the one acre lot owned by the Town, this is Main Street. (pointing out to the Committee which section on the map that is owned by the Town). Woodside Cemetery. The Southerly section used to be privately owned, each lot. Each owner owned their own lots. That's fallen by the wayside. We're in the process of working with the Selectmen to try to get the entire Cemetery taken by the Town by Eminent Domain. And I just found out today that there are some new State Laws in Massachusetts that say if Cemeteries have been abandoned, they can be taken over by Town's which I will bring that information to the Selectmen. So, as you can see, this is one of the only maps, I am re-building the records for this cemetery. This map actually shows roughly 150 lots that have been designated. Now if you look really closely, you see little tiny circles, those are the only gravestone in this 1 acre lot. There's roughly 20 gravestones so I've kind of calculated, that in this section, there is roughly 150 lots over the course of the 1 acre, there is a potential for well over 300 lots. We do not know how many of them are

actually used. But, if we could determine that we have sell-able lots, Riverside currently sells their lots for \$1,000.00 a piece; this has the potential to generate 1/3 of a million dollars in revenue for the Town. Not many projects came in saying they're going to make money. I also, just for your own information brought along some handouts because I know when you're talking about cemeteries and the dead, things get a little weird, so I brought some handouts of some other communities that have used ground penetrating radar, some historical commissions, I brought some examples of three Communities. The firm that I looked at to do this has done this in well over two dozen communities in Massachusetts. This is how they determine whether or not the soil has been disturbed. They run the area with the ground penetrating radar and on a computer readout they can actually see where the ground has been disturbed. They can tell if there are concrete crypts or if there are stones buried under ground rubble, they can actually even determine if the ground has been disturbed if someone has been buried in a wooden casket that's disintegrated. So, we would have some idea, and this also includes a map that is done. Ok. Any questions?

Ann Richard: I've had some connection with some other cemetery Boards where it's been done and I think it's wonderful but is there any limit, for example two layers or two graves in one lot and that sort of thing?

Debbie Charpentier: Actually I was reading about that today. They can actually determine if bodies have been stacked. They can also determine if there has been a common burial ground. Because on occasion I see things mentioned about a poppers field. They can determine if it's a mass burial where they dig a pit, they can determine that.

Ann Richard: Everything is with the DNA to dig people up.

Debbie Charpentier: We're not going to dig anyone up. That's the important thing; we're not going to disturb anything on the surface. But I think the fact that we have the potential to make this an active Cemetery and maybe generate some revenue.

Cynthia McNaughten: Actually there was the confusion when I read it, if the Fairhaven Improvement Association had any control over it anymore?

Debbie Charpentier: They do not.

Cynthia McNaughten: OK so the Town would get any money the Cemetery would generate?

Debbie Charpentier: The Improvement Association never had any control over that section. This is the Town's section and this is the private section. Each lot owner owns a lot. I have another map if you'd like to see it. The private section is here where you see all the gravestones.

Ann Richard: The Improvement Association owns nothing. They didn't even want it.

Cynthia McNaughten: So the Selectmen are obviously involved so there is going to have to be a Cemetery Board that would oversee this process.

Debbie Charpentier: That's a great thing because I can tell you how many departments I want to searching and I went in on the premise, "OK, well I want to be buried here", who's going to dig the grave? Nobody, BPW, nobody.

Cynthia McNaughten: Riverside Cemetery has a Board.

William Roth: Jeff Osuch recalls when he was BPW director and them doing a burial there.

Ann Richard: This is long overdue. They washed their hands of it because the Improvement Association was supposed to take care of it and they didn't want it.

Chairman Jeffrey Lucas: OK first it would be nice to have that final judgment from the Selectmen saying yes we own it.

William Roth: If you're going for Eminent Domain, then you're going to have to set it up for Town Meeting.

Debbie Charpentier: Well, I turned everything over to the Selectmen and again I just found out today about a new law in Massachusetts so I'm going to contact one of the Selectmen and have him contact Town Counsel.

Ann Richard: It seems to me that the first priority is to get it stated clarified and do that first and then be prepared to follow immediately.

Debbie Charpentier: Actually it was deeded to the Town, the Eminent Domain is for the private side. This already currently belongs to the Town.

Ann Richard: OK so your clear on that?

Debbie Charpentier: Yes I'm clear on that. It belongs to the Town of Fairhaven.

7:36 P.M. - MILLICENT LIBRARY – ENVELOPE STUDY

Debbie Charpentier: spoke to the Committee regarding the Survey that was done on the drainage problem. There is a picture that the Committee was shown showing a drainpipe from the roof to a cast iron pipe under the front lawn and into the street.

Chairman Jeffrey Lucas: The Scope doesn't seem large enough.

Debbie Charpentier: There is spoilage in the ceiling and deterioration in the wall. BPW said that they need to regrade the front lawn and that was done and it still didn't correct the problem. In speaking with the Architect he felt that the study should be limited to the problem area because there are no problems with the rest of the building. Such a larger study would be a waste of money.

Chairman Jeffrey Lucas: OK. Thank You

7:42 P.M. - COALITION FOR BUZZARDS BAY – WOLF ISLAND WELL OPEN SPACE PROJECT

Brendan Annett and Alan Decker were present from the Coalition for Buzzards Bay

Brendan Annett: We are looking for partial funding to purchase land around the Town's Wolf Island wells. We need \$120,000 and we have \$51,000 in current Grants in hand. So in total, we actually need \$74,000. The property is in Mattapoisett. It would be owned by Fairhaven. There is the potential for 3 house lots on the site

William Roth: How is Mattapoisett going to classify this for tax purposes? The Town is currently in discussions with Mattapoisett because of significant property tax increases in our existing properties, which are basically unbuildable. Not knowing the future liability could be a problem with Town Meeting. I will be available to go to the Assessors meeting with them if need be.

Chairman Jeffrey Lucas: The property is actually in two towns, Rochester and Mattapoisett. Can you make a two part request, A & B. (two towns). That way we write it?

Brenden Annett: We cannot split the request because the other grant is to buy the entire acreage.

Ann Richard: Find out what the taxes are or will be.

Brenden Annett: We will work with Mr. Roth to get the answers.

8:02 P.M. - HISTORICAL COMMISSION – ACADEMY BUILDING – GUTTER PROJECT

Wayne Oliveira: On the West side of the High School lawn is the Academy Building, there is a rain water run-off problem. We need to install gutters and we need a 50 foot section for the front and two 20 feet sections for the back. We have two quotes. One for Aluminum and one for Copper. The Copper one is \$2,880 and the Aluminum is \$1,512. We would like to go with the copper. The copper is more expensive but more in keeping with the building.

Chairman Jeffrey Lucas: One Contractor mentioned half round. Are they all?

Wayne Oliveira: Yes, it's a historic building.

Cynthia McNaughten: How far is the access?

Wayne Oliveira: Down spouts divert if far away from building. We would enclose the copper in wood.

E. OTHER BUSINESS:

Ann Richard: I just have a question regarding the conflict of Interest law. I work for the School Department and should be involved with the School Department project vote?

William Roth: I do not think there is an issue because other CPC members represent other entities that have submitted projects.

F. NEXT MEETING

JANUARY 19, 2011 AT 6:30 P.M. AND FEBRUARY 17, 2011 AT 6:30 P.M.

Motion was made by Jay Simmons and second by Ann Richard to have the next meetings on January 19, 2011 and February 17, 2011 at 6:30 P.M. In the Town Hall. Unanimous vote of the Committee. Motion approved.

ADJOURNMENT

Motion was made by Jay Simmons and second by Terrance Meredith to adjourn at 8:18 P.M. Unanimous vote of the Committee. Motion passed.

Respectfully submitted,

Lori Walsh
CPC Secretary