

CITY OF MONTPELIER
CAPITAL CITY OF VERMONT

City Manager's Weekly Report – 1/15/10

UPCOMING MEETINGS ...

- ❖ **Development Review Board:** Tuesday, January 19th at 7:00 PM in the City Council Chambers.
- ❖ **District Energy Team:** Thursday, January 21st at Noon in the City Council Chambers
- ❖ **City Council Meeting:** Thursday, January 21st at 7:00 P.M. in the City Council Chambers.

FOR YOUR CALENDARS ...

- ❖ **Welcome Legislators Reception:** Thursday, January 28th, 2010, from 5:00 to 7:00 P.M. at the Capitol Plaza.

ENCLOSURES ...

- ✓ Letter from Woodward & Kelley, PLLC regarding K. Benjamin Cheney v. City of Montpelier
- ✓ Email from Gesualdo Schneider regarding LaRosa Health Complaint against VT Compost Co.
- ✓ Letter from Capital City Housing Foundation
- ✓ Letter from Nicole Bettis, Property Mgmt, State of VT Operations Division
- ✓ Montpelier Conservation Commission Meeting Minutes for 12/10/2010
- ✓ Copies of School Board Minutes for their November 19th and December 16th meetings.
(These were not scanned as an attachment to this report as they can also be viewed by logging onto <http://www.mpsvt.org/sites/mps/montpelier-board-of-school-commissioners/minutes.html>)

STATUS REPORTS ...

Financial Review Committee:

The Committee reports were received today, they have been forwarded to you and posted on the web. The Committee will meet with the Council on February 10th.

Health Insurance Update:

Despite our best efforts to resolve issues, the Police Union filed a grievance last night over the conversion to the new health plan and, in particular, the method of apportioning the employee share of the premium. This is counter to a proposal they presented us in December which indicated agreement with this provision. This grievance does not mean that we cannot implement the plan but calls for resolution of certain issues. I am disappointed that this employee group is not as willing as the others to make this change which is beneficial to both the community and the employees.

Vermont Compost:

Yesterday I forwarded the notice issued to Vermont Compost by Chief Schneider acting in his capacity as Health Officer. A copy of that notice is in the packet.

Montpelier Net:

Council Members Golonka and Hooper and I met with Summit Technologies at 1:00 PM today to resolve issues relating to Montpelier Net.

CITY MANAGER'S WEEKLY REPORT

January 15, 2010

Page Two

Webcasting update:

We are in the process of setting up the equipment and software platforms required to deliver this service. A training schedule for city staff has been established. The service is scheduled to begin in March.

Cheney Claim:

Included in the packet is a copy of a notice regarding a court hearing for Cheney vs. City of Montpelier. This results from an earlier insurance claim (not from the recent water leak) that was denied and challenged. Our insurer is providing the defense and representation in this case which is why it is being handled by Attorney Philip Woodward.

City Manager's review:

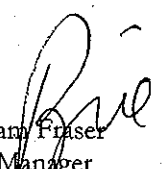
We have agreed to conduct the review beginning at 6:00 PM on February 10th. Sandy will get the forms out to you electronically (or in paper form upon request) early next week.

Reminder:

Monday, January 18th is the Martin Luther King Day holiday.

Upcoming Meetings:

Thursday, January 21	GMTA/CCTA Budget – Second Public Hearing Warning/Ballot – Second Reading Appointments to Planning Comm. & Conservation Comm.
February 10	6:00 PM City Manager's review Financial Review Committee Vermont Compost
February 17	If needed
March 2	Annual City Meeting Elections
March 10	Organizational Meeting Rules of Procedure Ethics Policy Operations overview (open meetings, public records, etc.)

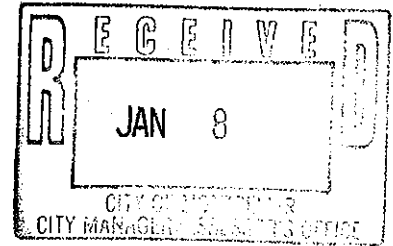

William Fraser
City Manager

WOODWARD & KELLEY, PLLC

Wood

ATTORNEYS-AT-LAW

Philip C. Woodward
Marikate E. Kelley



January 7, 2010

William J. Fraser
City Manager
City of Montpelier
39 Main Street
Montpelier, VT 05602

Re: K. Benjamin Cheney v. City of Montpelier

Dear Mr. Fraser:

This matter has been set for trial on January 20, 2010, at 10:30 am. The trial will be at Washington Superior Court on State Street in Montpelier. I will contact Mike Papineau, Frank Ellis and Todd Law to discuss their attendance at trial. Meanwhile, please feel free to contact me if you have any questions. Thank you.

Very truly yours,

WOODWARD & KELLEY, PLLC

A large, stylized handwritten signature in black ink, appearing to read "Philip C. Woodward".

Philip C. Woodward, Esq.
Woodward@wklawvt.com
Direct Dial Line: 802.652.9699

c: Terri McAdams

William Fraser

Com

From: Gesualdo Schneider
Sent: Thursday, January 14, 2010 12:34 PM
To: Karl Hammer
Cc: The LaRosas; William Fraser; Glerin Moore
Subject: LaRosa Health Complaint against Vermont Compost Company

Karl Hammer,

I wish to inform you that I am asking for time to be reserved at the February 10, 2010 Montpelier City Council meeting to discuss the health issues that the LaRosa's have raised concerning the impact of your operations at Vermont Compost Company (VCC) on their property and lives.

Purpose of meeting with the City Council:

Subject to your cooperation my request will be for the City Council to either:

1 – Acting as the City Council review, and if appropriate approve, a contract that binds you to specific behaviors that will work to remove any health impact on the LaRosa's

Or

2 – Acting as the Local Board of Health that they consider issuing a Regular Health Order for you to comply.

My Recommendations for a Contract or Health Order:

- 1 – The specific objective is to stop the transport of fresh food wastes onto the LaRosa property.
- 2 – You will keep the Montpelier Health Officer and the LaRosa's informed of any changes in the receipt or use of fresh food wastes.
- 3 – General rule. You will not receive fresh food wastes at the Montpelier location between November 1 of any year and the following May 1. If any attempt to use the following exceptions results in fresh food wastes being deposited on the LaRosa property you will cease the activity immediately.
- 4 – Exception for mulching only. Fresh food wastes could be brought in for mulching purposes only. These wastes will be completely buried immediately.
- 5 – Exception for feeding chickens. Fresh food wastes can be brought in to feed chickens if you construct and maintain a structure that keeps crows from getting to the food wastes.

If a Health Order is necessary I will also ask that you be ordered to clean-up any minor issues that may occur.

Summary of Findings:

1 – In March 2009 I determined that in my opinion a Public Health Hazard existed from the constant deposit of relatively small amounts of fresh food wastes on the LaRosa property. This material originates from the chicken feeding operation that you have on the VCC property adjoining the LaRosa property. The primary means of transport of these wastes is by crows. These crows have access to the same piles of food the chickens feed from and carry away food to consume. I did not consider it to meet the requirements of a Significant Public Health Risk. My assessment at this time is that a Public Health Hazard, not a Significant Public Health Risk, again exists.

2 – Voluntary compliance has been attempted. While you did make changes to the operation you also returned to bringing fresh food wastes to Montpelier without informing me. Your reversal of the changes made last spring ended up with the situation this winter being the same that we tried to correct last winter. We have lost the opportunity to see if those changes would have made a difference.

3 – Voluntary compliance still can work, but it needs to be more formal, structured, and have consequences if you do not comply.

4 – I expect you to continue with the plan that you most recently presented me. A) No more deliveries of fresh food wastes. B) Build the enclosed feeding area for chickens. C) Test the feeding area for effectiveness in keeping crows from the fresh food wastes.

5 – It is my opinion that this issue, while real in itself, is just a small portion of a much larger issue concerning the LaRosa's feeling that they have lost their ability to enjoy and use their property because of the impact of VCC.

Timeframe:

1 – I need to have a basic contract with VCC by February 1, 2010. You have the opportunity to draw up the initial draft, but I expect it to meet or exceed my recommendations.

2 – February 3, 2010 will be the date I will make a decision on the purpose of the meeting with the City Council. If it is to be a meeting as the Local Board of Health I will serve you with the official Notice Of Intent To Seek A Health Order. Please let me know who you wish to get that notice.

3 – February 10, 2010: City Council meeting.

Thank you for your attention.

Gesualdo C Schneider

CAPITAL CITY HOUSING FOUNDATION

155 Main Street
Montpelier, VT 05602
802-229-9232

Cont

December 29, 2009

William Frazier, City Manager
39 Main Street
Montpelier, VT 05602

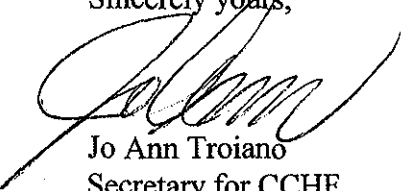
Dear Bill:

Enclosed please find a check in the amount of \$6,000 in partial payment of the Heaton Woods PILOT payment. We will continue to make payments until the balance is cleared.

We appreciate your understanding of our inability to pay before now. The increased expenses for oil, water and sewer and other expenses combined with the unexpected decrease in state Medicaid reimbursements have made it difficult to keep going.

Thank you for working with us.

Sincerely yours,



Jo Ann Troiano
Secretary for CCHF

Cc: Peggy Rocque, Heaton Woods Administrator

Enclosure

*Winni
Todd*

State of Vermont
Operations Division – Property Management
One National Life Drive
Montpelier, VT 05633-5001
Nicole.Bettis@state.vt.us

Agency of Transportation

[phone] 802-828-0761
[fax] 802-828-2829
[ttd] 800-253-0191

January 11, 2010

City of Montpelier
Attn: William J. Fraser, City Manager
39 Main Street
Montpelier, VT 05602

Re: State-owned Railroad Property – Montpelier – Stonecutter’s Way –
Snow Plowing on State-owned Railroad Property

Dear Owner:

This letter is to inform you to immediately cease pushing snow down and across State-owned railroad property located adjacent to Stonecutter’s Way near Citizen’s Bank in Montpelier. Snow plowing and storing of snow, on State-owned railroad property are not allowed. The signs for parking in this area are being bent and pushed into the right-of-way and are being hit by the train when it passes through. We anticipate increased train activity in your area during the coming winter. Delays to trains that occur from the tracks being blocked by your activities or those of your agents will result in your receiving a bill from the railroad. You also will be held responsible for any snow removal from and repairs of damage done to State-owned railroad property. Please see attached photo of area I am referring to.

If you have any questions or concerns, please contact me at the above telephone number.

Thank you.

Sincerely,



Nicole Bettis
Property Management

Enclosed

Montpelier Conservation Commission
December 10, 2009 Meeting Summary
(Unapproved)

Members Present: Kris Hammer (Chair), Geoff Beyer (ex officio), Liam McSweeney, Anthony Iarrapino, Bill Finnegan, Christopher Hilke, Roy Schiff, Erik Esselstyn, Karen Freeman, Caitlin Paterson (Student Member candidate), Joshua Klavens (Student Member candidate)

Topics Discussed:

- Approval of November Minutes
- 2009 Commission Annual Report
- CC Website Enhancements
- Update on McAvoy parcel acquisition
- Status of ATV's on state lands rule
- VHCB funding outlook
- Current Use potential cuts
- VYCC crew opportunities
- Beaver population problem
- Natural Communities Interpretive Trail
- Wise on Weeds Invasive Species Workshop
- VT Coverts Program
- Friends of the Winooski petition
- Student members: Outgoing and incoming

Approval of December Minutes

Commissioner Iarrapino had previously circulated the draft meeting summary via email to the commissioners for comments, and submitted the revised minutes with edits incorporated. Members present unanimously approved the amended set of minutes.

2009 Commission Annual Report

Chair Hammer reported that the Commission was invited to contribute information about the past year's work of the group for inclusion in the city's 2009 annual report, and asked for ideas and assistance. Members contributed the following topic list: EnVision Montpelier, McAvoy property acquisition, Growth Center Designation input, ATV rule, Sabin's Pasture, Upper Winooski Basin Planning and geomorphic assessments. Commissioner Iarrapino agreed to write about the Growth Center process and the ATV on state lands issue, and Chair Hammer asked other commissioners to think about other sections they could help with.

Conservation Commission Website

Chair Hammer noted that the group had previously agreed that the Commission's page on the City of Montpelier's website could use revamping and be expanded. The Commission will post meeting agendas prior to each meeting, as well as adopted minutes each month. The group can highlight programming, issues, and use the site to educate and inform. Commissioner Hilke offered to work on improving the CC's webpage, and agreed to speak with city webmaster Eric Scharnberg about the process and protocol involved.

Status of McAvoy Parcel Acquisition

Chair Hammer reported that the Montpelier City Council had officially approved the purchase of the property and the conservation easement that will encumber the tract upon closing. He also noted that the closing, which was to have been today, was delayed due to a minor property line adjustment. Because city funds are being tapped for the project, the purchase is being duly warned, with a 15-day appeal period included. The anticipated closing would take place on December 30th for the addition of this important buffer parcel that is also vital to maintaining trail connectivity in Hubbard Park.

Status of ATV's on state lands rule

Commissioner Iarrapino summarized the status of the legislative hearing process on the Agency of Natural Resource's proposed rule to allow ATV's on state lands, and the disposition of the Commission's comment letter. The Legislative Committee on Administrative Rules (LCAR) met a couple of weeks ago; one of the arguments being made is that the ANR is charged with implementing policy decisions written by the legislature, not making policy. A vote is scheduled for the upcoming committee meeting on 12/15, 10:00 am at the statehouse. Regardless of the vote, Commissioner Iarrapino commented that ANR is expected to move ahead with the rule change. Heated debate is expected when the full legislature convenes, and it was pointed out that Mayor Hooper serves on the House Institutions Committee which has state parks oversight. Commissioner Iarrapino reported that the Conservation Commissions comment letter had been sent as discussed to Senator Cummings in her capacity on the LCAR. Commissioner Schiff asked for a copy of the final letter sent to the Senator, which Chair Hammer agreed to circulate to all of the commissioners.

VHCB funding outlook

Chair Hammer described the impact VHCB funding on conservation in the state and the drastic cuts anticipated to be proposed by the administration. Montpelier has been able to access a large percentage of overall VHCB funding, mostly for affordable housing projects in the city. Chair Hammer reminded the members how important local conservation funds are as a source of required match for VHCB local conservation project funding. He suggested that the commission send a letter to other conservation commissions in the area asking them to make an appeal to their local legislative reps about the critical role of VHCB and the need for continued funding. Commissioner Freeman pointed out the importance of historic resources as a component of the preservation agenda, and Chair Hammer agreed to reach out to local historic societies with the same message.

Potential cuts to Current Use Program

Chair Hammer mentioned the debate in last year's legislature about cuts to the Use Value Appraisal Program (Current Use), and a subsequent summer study committee that developed an alternative to the legislative proposal. The issue will be taken up again this legislative session. There is a huge difference in taxation of lands in current use: \$199/acre for farmland and \$149/acre for forestland (over 25 acres for each land type) enrolled in the current use program versus development value of \$10,000+/acre for some city acreage. Chair Hammer mentioned that he has collected data on the central Vermont acreage enrolled in the current use program, and agreed to circulate that information to the group. He noted that in surrounding towns 40-50% of the farm and forest land base is enrolled in current use. He suggested that the commission contact the surrounding conservation commissions to mobilize a more regional voice speaking out about expected cuts proposed for the current use program. Commissioner Beyer wondered if someone could draft, or circulate, some talking points to assist commissioners in speaking on the issue.

VYCC crew opportunities

Commissioner Beyer shared information about a new work crew opportunity through the Vermont Youth Conservation Corps. A VYCC school crew of 12, 10 students and 2 crew leaders, is available to start in January and could help with some winter time work in the park and around the city. Potential projects

include rebanking and leveling trails - "snow farming", pruning close to culvert areas to prevent springtime clogging, removing invasive species like honeysuckle and barberry.

Beaver population problem

Commissioner Beyer remarked that the beaver population in the city is out of control (a 60 pounder sited!) and destroying tree plantings placed on the riverbanks after invasive have been pulled. His crew has tried wire fencing, painting the stems with a sand/paint mixture but is not having much success. There is a very narrow habitat corridor along Montpelier's waterways for beavers and trees to co-exist and the ecosystem is becoming out of balance with so much beaver destruction of the vegetative buffers. The commissioners agreed that bringing a river ecosystem specialist with knowledge of beaver control strategies, including trapping, to a commission meeting for public dialogue would be valuable. Commissioner Beyer agreed to draft a short public information piece and circulate to the commission members prior to a public discussion on the topic.

Natural Communities Interpretive Trail

Commissioner Finnegan has gathered information from the Montpelier Downtown Association's new signage effort, which the commissioners felt is attractive. Commission members were in consensus that the natural communities signage would be dispersed more widely in the downtown, and be produced in color, possibly sandwiched between Lexan for ease of replacement/updating. Chair Hammer suggested that Montpelier highschool students be engaged to help with the graphics and content. Caitlin Paterson offered an idea for seasonal signage, showing the changes in the natural communities and species throughout the year. The idea of having 6 permanent and 4 rotating signs was also discussed. Commissioner Hilke asked about the protocol for sign approval; Chair Hammer stated that the project would need Design Review Board approval. Commissioner Finnegan will compile budget numbers and draft a VT Forest and Parks Recreation grant application for CC review requesting funding support for the signage project. The deadline is February with awards made in May.

Commissioner Schiff wondered if the locations have been chosen, and expressed an interest in working on that aspect of the project. He hoped that the signage could convey the role of plants and greenspace in an urban environment, the potential of a natural community if left undisturbed (example suggested: what would the hill behind the statehouse look like?), and having the project as interactive as possible.

Wise on Weeds Invasive Species Workshop

Commissioner Freeman is working with the Nature Conservancy on organizing a Conservation Commission co-sponsored field workshop "Wise on Weeds" in the spring. The program will provide residents with technical advice on identifying, removing and reducing invasive plants and seeds from natural areas, gardens and landscaping. She will ask Sharon Plumb, the program coordinator, to attend the February Conservation Commission meeting to talk about the workshop.

VT Coverts Program

Chair Hammer reported that the Commission will co-sponsor in June a workshop with Vermont Coverts and the Vermont Department of Fish and Wildlife on natural communities. Vermont Coverts is a non-profit organization dedicated to educating landowners about improving wildlife habitat through proper forest stewardship.

Friends of the Winooski petition

Commissioner Schiff asked about the status of the Friends of the Winooski petition, which requests that funding for the group be added to the March town meeting ballot. Chair Hammer said the petition has been signed and he will forward it on to the group.

Student members: Outgoing and incoming

Chair Hammer thanked Student Rep Liam McSweeney, and Devon Brownlee in her absence, for their service on the commission and noted how valuable and appreciated their participation has been. Chair Hammer outlined the process for the potential incoming student reps joining the commission, and encouraged Caitlin and Joshua to formally apply for the positions.

SPECIAL MEETING OF THE
MONTPELIER BOARD OF SCHOOL COMMISSIONERS

November 19, 2009
MINUTES

Minutes Approved: *January 6, 2010*

Present

Montpelier Board:	Carolyn Herz, John Hollar, Charlie Phillips, Steve Robinson, Rick Vanden Bergh, Lowell VanDerlip
WCSU Executive Board:	Jan Aldrich, Amy Brewer, Ginny Burley, Charlotte Hanna Bassage, Joanne Herring, Chris McVeigh
Montpelier Administration:	Interim Superintendent Peter Evans
WCSU Administration:	Superintendent Robbe Brook
Public:	Sue Allen, Pam Arnold, Betsy Bishop, Tammy Browning, Ed Deegan, Renee Garand, Keith Gerritt, Emily Goyette, Lisa Moody, Gabe Sheir, Corinne Stridsberg, Zach Wunrow

1. **Call to Order** John Hollar called the meeting for the Montpelier School District to order at 6:07. Charlotte Hanna Bassage called the meeting for the WCSU Executive Committee to order at 6:07.
2. **How to get answers to the financial questions?** There are questions about who would look at the financial saving as we are talking about merging two multi-million school districts. Possible people to get input from with the finances: George Cormier, David Cyprian, Tom Covet.
3. **Review draft of committee charges:** The thought was to have 2 board members from each board, a staff member from each district and a community member from each community. We would like to keep the committees small enough to get the work done but we need to make sure that the information is out there to reach the broader community. Each committee would be charged with developing a list of interested parties. Committees will share executive summaries of their meetings. Each committee will answer the same 10-12 questions looking at the financial questions first. Board members will contact their respective board chairs about their interest. There will also be student committees that will be co-chaired by students from each high school with equal number of participants from each location.
4. **Formation of Steering Committee:** The Steering Committee will design a way for the committees run consistently. They will set the standards for the other committees. The Steering committee will focus on the community involvement and how to communicate to the community. The committee should be made up of 2 board members and an administrator. Amy Brewer, John Hollar, Peter Evans, and Charlotte Hanna Bassage will serve as this committee.
5. **Future meetings:** The next meeting will be January 27th at 5:30 at U-32.

The meeting adjourned by consensus at 7:18.

Michelle Ksepka
Recorder

MEETING OF THE
MONTPELIER BOARD OF SCHOOL COMMISSIONERS

December 16, 2009
MINUTES

Minutes Approved: *January 6, 2010*

Present

Board: Sue Aldrich, Carolyn Herz, John Hollar, Charlie Phillips, Steve Robinson, Rick Vanden Bergh, Lowell VanDerlip

Administration: Interim Superintendent Peter Evans, Special Assistant to the Superintendent Bob McNamara (departed after first Executive Session), Curriculum Director Patty Gaston (departed after first Executive Session), Support Services Director Jessica Little (departed after first Executive Session), Principal Pam Arnold (departed after first Executive Session), Principal Tim Francke (departed after first Executive Session), Business Manager Cindy Rossi

Public: Dennis Maranville, Lisa Moody, Richard Sheir, and others

Absent: Sarah Richardson

1. **Call to Order** The meeting was called to order at 4:00 p.m.
2. **Executive Session** On a motion duly made and seconded, the board voted unanimously to enter Executive Session at 4:00 p.m., with the interim superintendent and members of the administrative team remaining. On a motion duly made and seconded, the board voted unanimously to leave Executive Session at 7:14 p.m.
 - a. **Personnel**
3. **Return to Open Session** 7:14 p.m.
4. **Adjust/Review Agenda** Mr. Hollar requested addition of a discussion item regarding creation of a common schedule between U-32 and Main Street Middle School/Montpelier High School. A second Executive Session will be added prior to adjournment.
5. **Public Comments** None.
6. **Discuss Proposed FY11 School Budget** Interim Superintendent Evans gave a PowerPoint presentation detailing the first draft of the FY11 budget. Presentation points included budget priorities, assumptions, recommended programs, and proposed additions and reductions. The proposed budget represents an estimated 2.54% tax increase and a 0% per-pupil increase. Mr. Vanden Bergh requested a history of administrative staffing in light of declining enrollment trends. The board commended Mr. Evans and Ms. Rossi for their work on this budget.
7. **Discuss Creation of a Common Schedule Between U-32 and Main Street Middle School/Montpelier High School** Mr. Hollar explained that a major obstacle for sharing programs with U-32 is the fact that the two districts have differing schedules. As a result, Mr. VanDerlip moved, seconded by Mr. Phillips, to direct the administration of MPS to work with the administration of WCSU to develop a proposal for a unified instructional schedule for the middle school and high school levels and to report back to the board by the first March meeting. Motion carried unanimously.
8. **Discuss Steve Metcalf Memorial Fund** Mrs. Herz presented two models for disbursing the money in the Steve Metcalf memorial fund, i.e., a lump sum payment for the memorial garden or investing the money and distributing an annual individual scholarship. Mrs. Herz added that recommendations to date have been for a lump sum payment to the memorial garden. The board agreed to this by consensus.

Minutes of Board Meeting
December 16, 2009

9. Consent Agenda

- a. **Minutes of December 2, 2009**
- b. **Warrants**
- c. **Teacher Resignations**
 - i) **William Keck**
 - ii) **Irene Poulin-Farrar**

Mr. VanDerlip moved, seconded by Mrs. Aldrich, to approve the consent agenda including minutes of the December 2, 2009 meeting, Warrants 29 and 30 dated December 17, 2009 in the amounts of \$574,466.48 and \$27,394.75 respectively, Warrants 31 and 32 dated December 31, 2009 in the amounts of \$688,386.00 and \$23,500.00 respectively, and the resignations of Bill Keck and Irene Poulin-Farrar with an expression of appreciation for their years of service. Motion carried unanimously.

10. Follow-Up Items

- Comprehensive discussion regarding co-curriculars (requested by Mr. Robinson).
- Discussion in regard to June academic schedules (requested by Mr. Hollar).
- Eventual meeting topic regarding supervision of the Recreation Department (requested by Mrs. Aldrich).
- Brief student presentation before the start of each meeting.
- Acting Superintendent Evans will follow-up with school nurses regarding what types of medical procedures would be reasonable to provide training to bus drivers.
- Follow-up report from Lynn Ribolini on the Honeywell contract, implementation of operational energy saving measures, and checklist for maintenance.
- History of administrative staffing in light of declining enrollment trends (requested by Mr. Vanden Bergh).

11. Announcements/Review Meeting (+/Δ)

- 12. Executive Session** On a motion duly made and seconded, the board voted unanimously to enter Executive Session at 8:55 p.m., with the interim superintendent remaining. On a motion duly made and seconded, the board voted unanimously to leave Executive Session at 9:35 p.m.

a. **Personnel**

- 13. Adjournment** On a motion duly made and seconded, the board voted unanimously to adjourn at 9:35 p.m.



Heather Michaud
Recorder