

D-R-A-F-T

**DURHAM TOWN COUNCIL
MONDAY, NOVEMBER 7th, 2022
DURHAM TOWN HALL - COUNCIL CHAMBERS
7:00 pm**

MEMBERS PRESENT: Councilor Joe Friedman; Councilor Chuck Hotchkiss; Councilor Sally Tobias; Councilor James Lawson; Councilor Eleanor Lonske; Councilor Eric Lund; Councilor Sally Needell; Councilor Carden Welsh (virtually).

MEMBERS ABSENT: Council Chair Kitty Marple

OTHERS PRESENT: Administrator Todd Selig

I. Call to Order

Chair Pro Tem called the meeting to order at 7:00 p.m.

Councilor Needell MOVED to APPROVE Council members participating virtually.

III. Roll call was taken: *Councilor Lawson--Yes; Councilor Tobias--Yes; Councilor Lund--Yes; Councilor Marple--No; Councilor Needell--Yes; Councilor Hotchkiss--Yes; Councilor Lonske--Yes; Councilor Welsh--Yes; Councilor Friedman--Yes.*

IV. Approval of Agenda

Councilor Friedman asked for the removal of #10C from the Unanimous Consent Agenda. Chair Pro Tem Needell also stated that they needed to remove #10D from the agenda.

Councilor Lund MOVED to APPROVE the agenda as amended, which was SECONDED by Councilor Hotchkiss and PASSED 8-0: Councilor Lawson--Yes; Councilor Tobias--Yes; Councilor Lund--Yes; Councilor Needell--Yes; Councilor Hotchkiss--Yes; Councilor Lonske--Yes; Councilor Welsh--Yes; Councilor Friedman--Yes.

V. Special Announcements

Chair Pro Tem Needell reminded the public to vote tomorrow at Oyster River High School between 7 am and 7 pm.

VI. Public Comments

Loren Selig, 3 Nobel K Peterson Drive, thanked volunteers for their hard work setting up the polls, and encouraged the public to vote tomorrow.

Joshua Meyrowitz, 7 Chesley Drive, reiterated Ms. Selig's encouragement for the general public to vote tomorrow.

Jeff Berlin, 3 Cowell Drive, thanked Administrator Selig for his swift response to fix the Churchill Rink. Administrator Selig noted that they are currently creating ice at the rink and are hoping to be open to groups on Thursday.

Mr. Berlin also voiced displeasure at the Council response to his comments about the Seacoast Online publication made by a Town employee, clarifying that the idea behind his statement was that the publication showed a larger attitude that disqualified the employee from their position.

William Hall, 3 Smith Park Lane, raised concerns over the bike path in the new Madbury Road project.

VII. Approval of Minutes--October 3, 2022

Minor changes were submitted prior to the meeting.

Councilor Lawson MOVED to APPROVE the minutes as amended and deleting out Section #12, Unfinished Business, which was SECONDED by Councilor Lonske and PASSED 8-0: Councilor Lawson--Yes; Councilor Tobias--Yes; Councilor Lund--Yes; Councilor Needell--Yes; Councilor Hotchkiss--Yes; Councilor Lonske--Yes; Councilor Welsh--Yes; Councilor Friedman--Yes.

VIII. Councilor and Administrator Roundtable

Councilor Friedman--Parks and Rec

- The Committee last met on October 25th, where they discussed the budget being presented later in the meeting.
- The Churchill Rink situation was also discussed, and the Committee received an update, which Administrator Selig will provide to the Council later.
- Initial Discussion on a community needs assessment for 2023.

- The Committee has officially reached out to Madbury and Lee to initiate discussion on shared facility use.
- Councilor Friedman noted that the Parks and Rec committee posts upcoming events in the Friday Updates.

Councilor Friedman--Seacoast Economic Stakeholders Meeting

- There have been two calls since the last Council meeting, on October 18th and November 1st. The topics covered in those calls included workforce development, infrastructure, quality of life, and regional housing needs.
- NH Governor's Office for Emergency Relief and Recovery still has money left in its Local Restaurant Infrastructure Investment Programs. Restaurants have from November 1st, 2022, to January 11th, 2023, to apply for grants.
- NH State Council of the Arts presented their strategic planning and is doing a community survey, open to anyone until December 2nd on their website. They also have leftover federal funds for grant release.

Councilor Needell--IWMAC

- The Committee submitted two proposals to the UNH Student Sustainability Capstone Project. One proposal focused on waste diversion rates, while the other focused on bulky waste clean-up.
- Rich Reine attended the Committee's last meeting, where the group had a lengthy discussion on plastics, recycling, and composting.
- Swap Shop closes on December 10th, and no large items will be accepted that day.

Councilor Needell--Land Stewardship Subcommittee

- The Subcommittee's working group Stewarding Our Lands has received the surveys on the Wagon Hill Farm and has begun reviewing them.
- The Subcommittee will meet again on November 10th.

Councilor Lund--Historic District/Heritage Committee

- The Committee last met on November 3rd. Items covered during the meeting included:
 - The Committee received an update on the Section 106 review for the Mill Pond Dam.
 - Discussion was held on installing a seating area around Lafayette Plaque, located on the lawn in front of Town Hall.
 - The Committee also discussed ideas on Old Sewer Pump Station and its future use.

- Stephen Mallory updated the Committee on the Bickford-Chelsey House project. Councilor Lund noted a bond issue in the proposed budget that would go towards that project, which he wished to discuss with the Council during that agenda item.

Councilor Tobias--Planning Board

- The Planning Board met on the 26th of October. At that meeting, the Board was able to finish their suggestions for the proposed solar ordinance.
- The Board finished discussion and passed the Mixed-Use proposal for 74 Main Street.
- Lastly, the Board also passed the subdivision project on Gerrish Drive.

Councilor Tobias spoke with Durham business owner Brian Keegan, who reached out to ask why the Economic Development Committee was sunsetted. He has expressed interest in reviving the Committee in some form, so Councilor Tobias wanted to share that information with the rest of the Council. Administrator Selig noted that Brian had met with him earlier that day on the topic. Additionally, Brian has recently partnered with the University to begin a bike sharing program.

Councilor Lawson--Energy Committee

- At its last meeting, the Committee reviewed the suggestions made by the Planning Board on the Solar ordinance. Most of the Committee's comments were relevant to the First Reading document, meaning that these comments will need to be addressed before the Council can begin its discussion on the ordinance.
- Councilor Lawson noted his hesitancy to do public hearings and similar proceedings during the holiday season, in order to maximize the public's access to these proceedings. In line with that, he suggested that the Council focus on the solar ordinance starting in January.
- The Committee also discussed how to best promote the benefits of weatherization. Councilor Lawson noted that there were several steps homeowners could take that would both keep them warmer and save money during this time of year. Other steps require professional help, and an idea suggested by the Committee was offering a thermal camera service for Durham homeowners to identify areas where they might need professional help. The Committee did a trial run with two different homes in November, but Councilor Lawson admits that a more thorough test would need to be held when the weather was colder.
- CPCNH released draft Cost Sharing Agreement and Rate Risk Management plans for its members to review and comment on. Durham is among these members, and Councilor Lawson expects the Town to be diligent in these reviews.

- Eversource and NH Electric Co-Op have responded to the Power Aggregation Plan submitted by Durham. Their response was largely positive and indicated no serious issues with the plan.
- Councilor Lawson lastly noted that several new members had joined the Energy Committee in the past year, and expressed his gratitude that well qualified individuals were willing to volunteer their time for the Town, both on the Energy Committee and other Town Committees.

Councilor Welsh--Conservation Commission

- The Conservation Commission last met on October 24th. The primary focus of the meeting was a discussion on Gerrish Drive, specifically if there was a better way to drive into the development relative to water resources than the method currently in the proposal. Unfortunately, due to the wording of the Commission's current criteria, they were not able to suggest an alternative road into the proposed development. The Commission is looking into amending their criteria in the coming meetings.
- Another discussion was also held on the future role of the Commission, and whether its focus should be in managing watershed resources or the total environmental resources of the Town. The discussion will also continue at future meetings.
- The Commission also met with the group Seacoast Students for Sustainability, who were looking for guidance on future projects.

Administrator Selig

- Administrator Selig mentioned that he had provided a goals update for the Council from October 20th.
- Following the Council's last meeting, Administrator Selig was able to meet with Emily Dennison and Adam Kania, the UNH Student Senate President and External Affairs Chair. They discussed what kind of information the Council would be interested in, and the Senate is very interested in having a regular slot on the Council agenda.
- Administrator Selig asked Councilor Lawson a clarifying question about his comments on the solar ordinance timeline, asking if the Council should have an initial discussion at their next meeting rather than a First Reading. Councilor Lawson clarified that he would be more than happy to discuss the ordinance and receive public comments outside of Council meetings (email for example), but would like to save anything further than finalizing a First Reading document until January.
- Administrator Selig has scheduled a presentation from Strafford County Administrator Ray Bower and Commission Chair George Maglaras for the

Council, where they will overview spending and tax rates in the County, as well as the proposed Nursing Home project previously reported by Councilor Friedman.

- The NH Housing Appeals Board issued a ruling last week in the Colonial Durham Associates vs Town of Durham case, which was a unanimous ruling in favor of the Durham Planning Board. To Administrator Selig's understanding, the applicant (in this case Colonial Durham Associates) has 30 days to request reconsideration by the Appeals Board. If that request is granted, the Board will review its process and submit a secondary ruling. If that request is denied, the applicant will have an additional 30 days to appeal to the NH Supreme Court.
- In response to public comments, Administrator Selig noted that he consulted with two of the Town's attorneys, from different firms, to ensure that the Town was complying with equitable standards with freedom of speech.
- In response to another public comment, Administrator Selig noted the issue of cutting trees to prevent power outages on Durham Point Road. Administrator Selig also noted that the Town has significantly improved techniques like selective cutting as well as improved technology and infrastructure.

IX. Report from UNH Student Senate External Affairs Chair or Designee--Adam Kania

Adam Kania thanked the Council for their time and for returning the report to the agenda. The Senate had already passed a few resolutions in the past semesters, mostly thank-you letters for Administration as well as a resolution recommending a comprehensive sexual assault prevention plan.

Mr. Kania also overviewed key issues for the Senate for the coming years. These include accessibility/safety on campus, education on Student Rights, sexual assault prevention, creation of a more welcoming environment for commuter students, and promoting Durham businesses to students.

Each Council within the Student Senate is obligated to host an event, so Mr. Kania took a moment to highlight some of the upcoming ones. The Senate as a whole will sponsor an event Party to the Polls, where various UNH clubs and organizations will be performing to encourage Students to vote, as well as providing transport to the polls. The External Affairs Council will also be hosting an event on November 19th, Durham Clean Up, where UNH students will clean up parts of the UNH campus and other parts of Durham in advance of the Thanksgiving break.

Chair Pro Tem Needell suggested that the Durham Clean Up group give attention to the pathways taken by children walking to the Middle and High School.

Administrator Selig noted the Senate's identification of safety as an issue and asked if they had identified any safety issues off-campus. Mr. Kania answered that he wasn't aware of any additional safety concerns beyond the ones outlined in his meeting with Administrator Selig: low light and lack of/unsafe sidewalks and crosswalks. Mr. Kania noted that the Senate hoped to do a more official assessment in the near future that would identify specific spots of concern.

Administrator Selig also asked if the Party to the Polls was a non-partisan event, which Mr. Kania answered that it was not partisan to his knowledge.

- X. Unanimous Consent Agenda** (Requires unanimous approval. Individual items may be removed by any councilor for separate discussion and vote)
- a. Shall the Town Council schedule a Public Hearing for Monday, November 21, 2022, on a resolution to accept and expend unanticipated grant funds totaling \$12,290.33 to be used as reimbursement to the Town of Durham for Fire Department Personnel to attend trench rescue technician training?
 - b. Shall the Town Council Schedule a Public Hearing for Monday, November 21, 2022, on a Resolution Authorizing the Acceptance and Expenditure of Local Fiscal Recovery Funds (LFRF) from the State of NH under the Federal American Rescue Plan Act of 2021 in an Amount up to \$36,051 to be used for the purchase of a Lucas Chest Compression System and Holmatro Rescue Tool, and Authorizing the Town Administrator to Sign and Submit all Necessary Paperwork on Behalf of the Town of Durham?
 - c. Shall the Town Council schedule a Public Hearing for Monday, November 21, 2022, on a resolution authorizing the issuance of long-term bonds or notes not to exceed two million nine hundred forty-one thousand seven hundred and forty dollars (\$2,941,740.00) for the purpose of bonding 2014-2022 Capital projects and equipment purchases?
 - d. RESOLUTION #2022-22 proclaiming Saturday, November 26, 2022, as "Small Business Saturday" in Durham, NH
 - e. Shall the Durham Town Council authorize the Administrator to sign the Town of Durham's second half 2022 Property Tax Warrant and direct the Tax Collector to collect payment of property taxes assessed on April 1, 2022?

Councilor Lund MOVED to APPROVE the Unanimous Consent Agenda Items A, B, and D as presented, which was SECONDED by Councilor Lawson and PASSED 8-0: Councilor Lawson--Yes; Councilor Tobias--Yes; Councilor

Lund--Yes; Councilor Needell--Yes; Councilor Hotchkiss--Yes; Councilor Lonske--Yes; Councilor Welsh--Yes; Councilor Friedman--Yes.

Councilor Friedman noted that he had a few questions about Item #10C. On page two, the 66 Main Street project was originally budgeted to \$850,000, and Councilor Friedman asked how long that money is available. Gail Jablonski answered that the Town had already spent \$700,000 of that allotment, and the remaining does not expire.

Councilor Friedman also asked if the \$8,000 budgeted for the courthouse and Old Town Hall renovations was adequate for the project, on top of the already existing \$37,000 for HVC repairs. Gail Jablonski answered that that budget was only for design and review.

Councilor Lawson MOVED to APPROVE Unanimous Consent Agenda Item C, which was SECONDED by Councilor Tobias and PASSED 8-0: Councilor Lawson--Yes; Councilor Tobias--Yes; Councilor Lund--Yes; Councilor Needell--Yes; Councilor Hotchkiss--Yes; Councilor Lonske--Yes; Councilor Welsh--Yes; Councilor Friedman--Yes.

XI. Committee Appointment

- a. Shall the Town Council appoint Dwight Trueblood, 11 Tall Pines Road, to fill an alternate member vacancy on the Conservation Commission?

Chair Pro Tem welcomed Mr. Trueblood and invited him to introduce himself, thanking him for his robust application. Mr. Trueblood thanked the Council and introduced himself as a resident of Durham for 22 years, describing his professional experience relevant to the Conservation Commission.

Councilor Lonske thanked Mr. Trueblood for his service and noted that he was a highly qualified candidate. Councilor Friedman and Councilor Welsh echoed these ideas.

Councilor Lund MOVED to APPROVE Dwight Trueblood to the alternate member vacancy, which was SECONDED by Councilor Hotchkiss and passed 8-0: Councilor Lawson--Yes; Councilor Tobias--Yes; Councilor Lund--Yes; Councilor Needell--Yes; Councilor Hotchkiss--Yes; Councilor Lonske--Yes; Councilor Welsh--Yes; Councilor Friedman--Yes.

XII. Presentation Items

- a. Report from the Trustees of the Trust Funds & Cemetery Committee - Michael Everngam, Trustees Chair; Craig Seymour, Cemetery Chair

Mr. Everngam and Mr. Seymour thanked the Council for their time. Chair Pro Tem Needell thanked them for their thorough report in advance.

Mr. Everngam made a few corrections to the report previously submitted. While the report previously stated that income was likely to reflect last year's, it is now projected that this year's income will surpass last year's. He also corrected a date that read September of 2021, but should read September 2022.

Mr. Everngam outlined the scope of his report, which was the outline of the Committee's actions from 2017 to 2022. He created a chart of the Trustee's investment portfolio, provided copies for the Council, and presented a digital version from his computer.

The Trust began 2017 with a little over three million in capital. From 2017 to 2020, the Trust's capital consistently rose, which ended in the second half of 2021 with a loss of \$400,000. This year led to a decline of approximately \$213,000.

Mr. Everngam also mentioned the interest rates also pictured on the graph, which yielded \$600,000 in gains over the past five years. The Committee has met with a financial advisor, in which they made a goal to raise interest rates from 1/100th of a percent to 1/500th percent, with the idea that the capital should earn enough to not have to dip into the principal to continue investments. They also believe that capital will grow at a rate exceeding interest.

Mr. Seymour noted that as Trustees, their job was to protect the Trust's money as much as possible, which is reflected in the conservative nature of the profile. Seymour noted that this portfolio has a very long-term focus.

Administrator Selig thanked Mr. Seymour and Mr. Everngam for their diligent work. Mr. Seymour also recommended that anyone curious should view the Trustees last report, which featured a comprehensive and digestible report of the current financial ecosystem by the Trust's then financial advisor.

Councilor Friedman asked if there was a target value for the Trust to maintain or reach. Mr. Everngam answered that the principal amount came from either grants

or revenue and stored until needed for a large project like the upcoming new Fire Station building, a framework that would make value goals impractical.

Lastly, Mr. Seymour provided an overview of future planning for the organization. This included the addition of two alternate positions, which the Council recently approved.

Councilor Lawson remembered the frustrations of the Trustees prior to 2017 and commended them for their improvements over the past five years.

Councilor Lonske asked what the difference between a cemetery and a burial ground was. Mr. Seymour answered that by state law, a cemetery is defined as being owned and the responsibility of the municipality, and a burial ground is owned and operated privately.

Councilor Friedman asked what a green burial was. Mr. Seymour answered that the committee did occasionally receive inquiries about green burials. A green burial involves not embalming the body and instead placing it in a biodegradable shroud or wooden casket and placing it in a shallow grave to degrade naturally. The Committee reviewed this and determined the current cemetery was not suitable for this type of burial. If more citizens approach the Committee with interest in this type of burial, then the Committee would look into methods to make that possible.

b. Quarterly Financial Report through 09/30/2022 - Gail Jablonski, Business Manager

Gail Jablonski greeted the Council and noted that there was nothing out of the ordinary to report. The Town is currently at 74.2 percent expenditure. No departments have expressed issues with meeting budget goals and deadlines.

Councilor Welsh thanked Ms. Jablonski for her responses to his questions ahead of time and asked for clarification as to why Police and Fire details are down. Ms. Jablonski answered that it was because no projects were active, meaning that there were fewer details to staff.

Administrator Selig asked for an audit update. Ms. Jablonski answered that they hoped to receive the audit this week and will present it to the Council on the 21st, and Ms. Jablonski hopes to send it to the Council to view before that presentation.

XIII. New Business

- a. Initial presentation of the Administrator's proposed FY 2023 Operating, Capital, and Special Fund Budgets and the 2023-2032 Capital Improvement Plan

Administrator Selig noted that there were hard copies of the budget available at both the Town Hall and the Library, as well as a digital version available on the Town website. Additionally, copies of the Capital Improvement Program and Informational Booklet are available in these same locations.

Administrator Selig described the contents of the Budget, which begins with a Table of Contents and the Transmittal Letter. This letter outlines some of the financial challenges faced by the Town, which this year included an 8.2 percent inflation rate, war in Ukraine, and increasing energy and fuel prices. Administrator Selig also noted that telecommunications costs are also rising, which will be reflected in the budget. Fortunately, energy prices for the Town have been somewhat mitigated by the solar arrays previously invested in, as well as purchasing green energy for the wastewater treatment plant.

Administrator Selig noted that an important part of the budget process is meeting with initial departments to gauge how resources are being spent and make adjustments for where the department wants to go in the next year.

One of the Council's goals with this year's budget is to keep the tax rate constant or lower, a challenging goal in the current financial environment of increased prices, lower revenue, and modest growth in taxpayer base. Based on previous data, the Budget was built on an estimation of \$6 million in taxbase growth, in addition to the \$25 million in project value from utilities.

In total, the budget projects \$18,106,241, a 2.31 percent increase in spending from last year. Administrator Selig noted that he personally is happy with a 2.31 percent increase in a year with a similar inflation rate. The tax rate is projected to increase 3 percent, from \$8.03 to \$8.37.

In the sewer fund, there is a projected 6.58 percent increase in user fees and a 23.6 percent increase in user fees in the water fund budget. Administrator Selig explained these increases, as prices had lowered in the past two years of the pandemic due to fewer people on campus.

Administrator Selig returned to the Council goal of no tax increases, reiterating his earlier position. If the Council did want to move forward with this goal,

Administrator Selig suggested the following methods: bonding the road work program scheduled for 2023 or cutting back on services.

Administrator Selig noted that this was mostly a maintenance budget but did overview the highlights: A third Chief position focusing on safety and training, which would replace the vacant deputy Fire Marshal position, continuing of funding for the UNH sustainability fellow, proposal of a DPW project engineer position. Administrator Selig noted that this position, in addition to the Fire position, would start on March 1st to allow for the hiring process.

Administrator Selig also noted smaller allotments like the planting of shade trees and the refreshing of wood chips and mats in Town parks.

Administrator Selig also noted a budget comparison section, which shows increases by department, an organizational chart to see where staff are assigned, and a chart showing salary increases for full-time positions over the past ten years.

Councilor Lund asked if the 2023 tax rate predictions took into account a revaluation taking place in 2023, which Administrator Selig answered that it did not.

Administrator Selig continued by outlining the Debt Schedule for 2023, which shows outstanding debt for various Town projects. Administrator Selig also noted the revenue section that outlines various avenues of revenue for the Town in the 2023 year.

Administrator Selig moved on, where he highlighted an example department letter from the Parks and Rec Department. These letters, received from every department, broadly cover what they ask for in the coming year's budget.

Administrator Selig also noted that, like the general fiscal forecast, the budget document also contained a water fund and wastewater fund fiscal forecast. He also mentioned the pages dedicated to Churchill Rink, Library, and Parking Funds, all of which are managed by the Town.

Councilor Welsh asked if there was a fund summary page in this year's book like in previous years. Administrator Selig answered that they would be able to put together that document.

Councilor Lawson commented on the overall structure for the budget for the benefit of those new to the process. The budget book is structured to provide broad information up-front, with ease of access to the more detailed information in the later sections of the book. Councilor Lawson also noted that the budget has doubled as an encyclopedia of how the Town operates.

Councilor Lonske noted the position of the UNH Sustainability Fellow, and asked if that position was funded through a trust. Administrator Selig answered that the position was not, and that the Town maintains Trusts mostly for specific infrastructure, an example being the library.

Administrator Selig then transitioned to the Capital Improvement Program. The Town Charter mandates a CIP for six years, and the Town currently does a ten-year plan. These programs generally cost \$10,000 or more and have a lifespan of at least five years. The CIP is organized by project, with the Table of Contents giving information on individual projects.

For example, Administrator Selig drew attention to the SCBA replacement project. The CIP includes a description of the project, the cost of \$515,480, a \$465,480 grant the Fire Department is applying for, and the local cost of \$50,000 that will be funded half by Durham and half by UNH.

The first page of the CIP includes a list of the projects that Administrator Selig recommends the Council fund for 2023, and how those projects would be funded.

Councilor Lawson noted that the Council's approval of the CIP is not a blanket approval of these projects, and instead is a jumping-off point and further approvals by the Council will be needed.

Administrator Selig then moved on to the final document, the Budget Informational Booklet. The booklet is designed to be a compilation of frequently asked questions and their answers, based on common questions asked by previous Councilors. Administrator Selig noted that two sections normally in the booklet are still forthcoming: a tax rate history over the last ten years, and tax dollars lost due to exemptions and credits.

Administrator Selig reviewed actions that can currently be found in the booklet. These include a document outlining the Town's fixed costs like personnel, heating, and debt, all of which make up 73.6 percent of the budget. Following that, is a document of wages by department. Additionally, there is a document

overviewing Durham's involvement in the state retirement system and a section dedicated to the status of Durham's current debt. Lastly, Administrator Selig mentioned a document listing the various organizations that have asked for funding for public benefit projects, as well as the amounts requested.

Councilor Lawson noted that his daughter and son-in-law are involved as part-time paramedics for McGregor, and noted that he would be happy to recuse himself from discussions involving the organization if the Council deemed it necessary. Administrator Selig answered that he and Councilor Friedman had met with McGregor, whose requests for the upcoming year were more policy-focused than budget-focused. These concerns centered around cost to residents, and if the municipality would cover part of the cost for residents that are uninsured. Administrator Selig also noted a more long-term concern for McGregor was finding an adequate station, as they are currently located in a small facility behind the fire station.

XIV. Adjournment

Councilor Lawson MOVED to ADJOURN the meeting, which was SECONDED by Councilor Hotchkiss and PASSED 8-0: Councilor Lawson--Yes; Councilor Tobias--Yes; Councilor Lund--Yes; Councilor Needell--Yes; Councilor Hotchkiss--Yes; Councilor Lonske--Yes; Councilor Welsh--Yes; Councilor Friedman--Yes.

The meeting was ADJOURNED at 9:28 p.m.