

1 **TOWN OF CHESTER**
2 **SELECTBOARD MEETING**
3 **December 7, 2022, Minutes**

4 **Board Members Present:** Arne Jonynas and Lee Gustafson at Town Hall; and Leigh Dakin and
5 Heather Chase via Zoom. Absent: Ben Whalen

6 **Staff Present:** Julie Hance, Town Manager, at Town Hall; and Susan Bailey, Recording Secretary,
7 via Zoom.

8 **Visitors Present:** Bill Lindsay, Peter Hudkins, Shawn Cunningham, Hugh Quinn, Lori Quinn,
9 Kathy Giurtino, Cathy Hasbrouck, Nick Boke, Barre Pinske at Town Hall; and SAPA TV, Preston
10 Bristow, Doug Curtis, Scott Blair, Tom Diak, Cheryl Joy Lipton, Tim Roper, Jeff, Susan
11 Goodfellow, and Ted Brady, Executive Director of VLCT, via Zoom.

12 **Call to Order**

13
14
15 Chair Arne Jonynas called the meeting to order at 6:30 p.m. with the pledge of allegiance. He
16 thanked everyone for attending the meeting.

17
18 **Agenda Item 2, Approve minutes from the November 16, 2022, Selectboard Meeting**

19 Heather moved and Lee seconded a motion to approve the November 16th minutes. There were no
20 changes. A vote was taken, and the minutes were approved as written.

21 **Agenda Item 3, Citizens Comments/Answers from Previous Meeting**

22 Arne asked for any other comments and there were none.

23 **Agenda Item 3, Old Business**

24 Report given by the Town Manager:

25
26 Police Chief

27 There had been a press release issued which would appear in both papers this week. Julie formally
28 announced they had hired Lieutenant Tom Williams as Chester's new Police Chief. There will be
29 a change of command ceremony next Wednesday, the 14th, from 4 p.m. to 7 p.m. at the Public
30 Safety Building. Tom will be officially sworn in at 5 p.m., at which time he will take over as the
31 new chief. Tom is the perfect fit for Chester. Congratulations to Tom and best of luck to Rick who
32 is retiring after 30 years of service. Arne thought they were extremely lucky to get Tom, who was
33 a long-time member of the community.

34
35 Chester Community Gardens

36 Julie had a lengthy discussion with Jim, the town's attorney, regarding the Community Gardens,
37 and he is now leaning toward a revocable license instead of a lease. It would be simpler. He would
38 provide the board with an opinion that explains the difference between the two so they would have
39 a better understanding. Arne was a little concerned it was taking so long to get to where they
40 wanted to be. He wished there was a simpler, less costly way to get to that point which was just a
41 small start of the gardens in the field. He wanted to make sure it was on their agenda at the next
42 meeting. He didn't want the volunteers who were working toward this goal for the betterment of
43 the town to get discouraged because it was taking so long. If the board's intentions are good, they

1 were okay. Julie thought the intentions were all pure.

2
3 Brookside Trail Signage

4 Julie said they sent her samples and she just needed to place the order and they would have them
5 in two weeks and the guys would put them up. Arne said it was getting a lot of use. Part of the
6 signage was to protect the land to the left which was privately owned. The school kids are utilizing
7 the trail as well as other people.

8
9 Arne asked if there was anyone who had any old business and there was none.

10
11 **Agenda Item 4, Ted Brady, Executive Director of VLCT**

12 Ted Brady, Executive Director of the VLCT, was present via Zoom and wanted to give a synopsis
13 of what the VLCT does. They are the board's go-to organization for information and have helped
14 over the years. He welcomed Ted to the meeting.

15 Ted appreciated Chester for giving Julie's service as a board member to the Vermont League of
16 Cities and Towns for the greater good of municipal governments.

17 Ted has been in his position with the VLCT for 18 months. Prior to that, he worked four years for
18 the State as Deputy Secretary for the Agency of Commerce and Community Development. Before
19 that, he worked four years for the USDA Rural Development, and before that, fifteen years
20 working in the Senate with Senator Leahy and worked with a Chester native, Emily Dakin. Leigh
21 concurred that he had worked with her daughter.

22 Ted came to the League because he believes the 1200 to 1300 Selectboard Members, the 200 and
23 some Clerks, all the Planning Commission members, Town Managers, Police Chiefs and Fire
24 Chiefs that if they all banded together, they could define and redefine the future of Vermont. They
25 are the people running and making civilization appear in the municipalities. They are making sure
26 communities have the essentials such as electricity and roads. He hoped to get them all coalesced
27 around a common vision for Vermont.

28 He gave a slide presentation. Because he's a new director, he wanted to get to know his
29 membership. The League was formed 55 or more years ago, owned, and operated by towns. All
30 247 cities and towns are members of the League. Another 142 units of government are members
31 as associate members, so they don't get voting rights or set their legislative agenda. Membership
32 provides its members with support which includes 4 municipal attorneys on staff, a research
33 associate, and others that will provide support. They receive 14 inquiries a year from Chester, so
34 Chester is getting their value. They provide specialized training and represent Chester in the
35 legislature. They provide insurance including property and casualty and unemployment insurance
36 and provide networking opportunities for municipalities.

37 They answered 4,000 legal inquiries last year through the municipal assistance center. Last year
38 they returned \$3.1 million to the members. Insurance rates went up slightly this year because last
39 year they were able to return member equity because the finances were strong. Between last year
40 and this year, the market turned, and insurance fluctuated. Their municipal pool isolates Chester
41 from market volatility in the private sector.

42 They spent 1,500 hours in the legislature and had almost 350,000 visits to their website. They
43 advocated some of the county money to towns and they lobbied successfully to get \$200 million

1 more to towns.

2 Julie helped them complete the strategic plan. They are trying to help grow the organization and
3 strengthen the capacity of local government and attract outstanding talent. They are trying to help
4 champion inclusive and resilient communities.

5 They will respond to questions about ARPA. They advocated for and successfully loosened
6 restrictions. They were saying it doesn't make sense for small towns which need flexibility.
7 Chester received \$300 per person, and he thought if the game was played right, they could get
8 \$1,000 per person by pulling down federal match and state dollars because there was a lot out
9 there.

10 A new program is launching next week, which is the Federal Funding Assistance Program. Local
11 governments don't know where to look for the trillions of dollars of available funding and the
12 VLCT is going to make it as simple as possible for towns to find the funding they need.

13 VLCT is providing municipalities with equity resources and just launched a new toolkit. There are
14 lots of resources.

15 Julie served on the committee to identify ways VLCT could help members deal with technology
16 issues. VLCT has launched a model template designed by the Leahy Center for Digital Forensic
17 & Cybersecurity at Champlain College for towns to utilize.

18 Last year the League delivered a \$45 million energy resilience grant program for municipalities.
19 In the next couple of months, Chester will be able to apply for half a million dollars from the state
20 for energy improvement to municipal buildings. It's a great opportunity for fuel switching and
21 making energy improvements and fighting climate change.

22 The Vermont Agency of Commerce and Community Development just announced the Community
23 Recovery and Revitalization Grant Program. VLCT fought to make sure municipalities were
24 eligible to apply for this \$40 million.

25 Last year they got a municipal authority bill passed. As a Dillon Rule state, every time a
26 municipality wants to do something they need permission from a legislature to do it. The bill that
27 was passed gives new ordinance authorities and miscellaneous provisions to municipalities should
28 they wish to exercise them.

29 They preserve qualified immunity for law enforcement officers. Julie has been advocating for them
30 to expand their public safety legislative platform to address recruitment, retention, and training.

31 Hundreds of millions of dollars in housing money investments were made over the last two years.

32 This year they have four major priorities. They are advocating for more housing resources and
33 changes to local zoning authorities and Act 250 which would make housing easier if a community
34 wished to exercise those things. They are advocating for the elimination of Act 250 in designated
35 places. They are advocating for reducing some of the state restrictions on duplicative municipal
36 and state wastewater and water hookup permits. They are advocating changing local zoning laws
37 to make it so municipalities can do things they haven't been able to do.

38 They are advocating for Vermont to implement revenue sharing, as they've received no money
39 from cannabis or the sales tax increase, as they are \$60 million over their projected numbers. This
40 would allow municipalities to get stuff done in their communities. Roads are deteriorating and
41 public safety facilities are frail and fraught, and money is needed to address them.

1 They are advocating for the continuation of remote meetings. Legislative bodies may want to
2 continue hybrid meetings and have enjoyed this fully remote opportunity.

3 They built a public safety proposal that focuses on recruitment, retention, training, and preserving
4 qualified immunity.

5 \$7,500 is available in a loss control grant for Chester for things that would reduce the risk they
6 would have to pay an insurance claim. He hoped the town would take advantage of the opportunity.

7 He suggested applying for a John Law Scholarship Training Grant to provide training for
8 employees in risk management.

9 They have gone digital and suggested reading VLCT's Tuesday email. The third Friday of the
10 month they send their journal.

11 He also outlined upcoming training and suggested that employees take advantage of it.

12 Arne thanked Ted for the presentation and said a lot of people may not know what VLCT does,
13 and it was an important resource. He asked what was there before VLCT when it was formed in
14 1967 and what the atmosphere was like. Ted thought UVM tried to be a resource at times but there
15 was no municipal association. He noted that VLCT was the last municipal organization formed in
16 the country.

17 Arne thought the Declaration of Inclusion was interesting and wished the Selectboard would be
18 more proactive when it came to that. He noted it may be coming up at the Town Meeting in March
19 and hadn't realized the VLCT was involved in that goal also and commended them for that.

20 Arne asked if anyone had any questions and there were none. Other members and Julie thanked
21 Ted for his presentation.

22 **Agenda Item 5, Short Term Rental Ordinance**

23 Heather moved and Leigh seconded to accept the Town of Chester's Ordinance to regulate the
24 operation of short-term rentals in the form of the last PDF they had received.

25 Rich Koonz asked why a representative was necessary for unhosted and what the purpose of it
26 was. Arne said Preston Bristow, Zoning Administrator, and Hugh Quinn, Chair, as well as other
27 members of the Planning Commission, were present. Rich Koonz felt like the town should say
28 here are the rules, contact the owner, and leave it up to the owner to figure out how to fix the
29 problem and if they don't, there would be consequences. He thought mandating a middleman
30 seemed like it could get wishy-washy. Preston said unhosted are often individuals or even out-of-
31 state corporations and if there was a problem with a rental or neighbors that complain, they want
32 to be able to contact someone and that's why a representative is needed. Rich thought that it had
33 to be within 2 counties was limited and asked why it was limited to those counties rather than a
34 distance and wondered why he couldn't hire someone from Claremont. Preston said the reason
35 they specified those counties was if there was a problem and they need to serve notice, the Sheriff
36 could go to those counties and if they had to serve someone in Claremont, they would have to hire
37 someone to provide service which would cost more. Rich asked if they would serve notice to a
38 representative who was probably the person cleaning the place. Preston hoped that would only be
39 for a serious problem. Rich thought having an officer show up to the cleaning lady didn't sound
40 right. Preston assured him they wouldn't serve notice on a cleaning person, and it was designed
41 for instances when they had to pursue some kind of enforcement. It was his approach to be
42 approachable to anyone to solve problems if they could. Rich asked if the notice would go to the

1 owner and skip the representative. Preston said the intent was if the owner was outside of Vermont,
2 it would go to a representative. Rich stated the cleaning lady. Julie said whoever he identified as
3 his representative, and it doesn't have to be the cleaning lady but the person representing him if
4 the town needed to contact someone locally. It could be the cleaning lady but doesn't have to be.
5 It would be your local agent. Arne said it was to help enforce the rules and regulations. Rich said
6 Mount Holly is 24 minutes away and in the school district but outside of the two counties and in
7 Rutland County. Arne said the line was drawn somewhere and that's what the statute read and
8 that's what the ordinance was at this point. Arne said Rich could give his opinion on it but that
9 was what was going to happen.

10 Ian Montgomery of North Street registered a significant objection to Granicus and asked if they
11 would still be the agency used by the town as he found them highly objectionable having read their
12 website. Preston approached Granicus because they are the largest service in the business and had
13 provided a free consultation of how many short-term rentals Chester had. Julie and Preston had to
14 work out whether they went through a formal RFP process or a less formal one. Preston has heard
15 Ian's concern and it may not be Granicus. The town already has a relationship with GovOS which
16 offers a service like Granicus. They hadn't decided and he was open to considering different
17 support organizations. Ian thanked him. Lee pointed out that Granicus wasn't in the ordinance. Ian
18 realized that but thought once the ordinance was passed, they would gather the information which
19 would go somewhere and that should be up for discussion with the community. Ian realized that
20 but was concerned about how information would be used and wanted to follow up on his dramatic
21 point of view since the last time he presented it. He noted page 3, Section 5 stated fees would be
22 paid to the town for April 1 through March 31st, and he had no problem with that but when he got
23 to Section 12, effective date was 60 days after adoption by the Selectboard which would take it
24 into February. He asked if it would start April 1, 2023, rather than 60 days after adoption. Arne
25 thought there would be flexibility and didn't see them running out to get a \$150 or \$300 fee for 6
26 weeks. He said most of the money was to help pay for the organization gathering the information.
27 They weren't looking to make money. Julie said it would start April 1, 2023. Ian asked if it could
28 be recorded on the ordinance and Julie said they could amend it in the motion. Preston said the
29 attorney said not to put the details in the ordinance but the Selectboard's approval of the ordinance.

30 Heather asked if Julie had amendments that she wanted her to make to the motion. Julie noted
31 there were still a few people at the meeting who wanted to comment and then they would make
32 amendments.

33 Nick Boke of Meadow Road was glad they were doing it and hoped they could gather the
34 information as soon as possible. He wanted to remind them they said crawl, walk, and run and
35 thought walk needed to come quickly given what he was understanding may be going on as far as
36 people buying houses specifically to use them as short-term rentals. This was only the first step.

37 Arne asked if there was anyone else and there wasn't. He asked Julie what the amendment would
38 be, and she said it would be to add that fees would begin April 1, 2023. Heather moved and Leigh
39 seconded it.

40 Arne asked for any further discussion and there was none. A vote was taken, and it was approved
41 unanimously.

42 Arne said they were starting with the crawl and the big part of it would be the data and maybe it
43 would tell them something they didn't expect but it would help them immensely by telling them
44 how many units were out there. It would also give citizens a place to air their grievances.

1 Lee wanted to pick up on what Ted Brady had said about pressing the Vermont legislature to give
2 municipalities more flexibility and authority. He thought a lot about what they were dealing with,
3 their hands were tied. This was one of those instances where the state refused to act, so they were
4 forced to act. They would be enforcing a lot of their regulations. The state was saying if you have
5 a short-term rental, you must meet certain requirements but they're not willing to make the effort
6 or spend the money to do that. He took issue with it. He is a small government person, and would
7 rather they have that responsibility, but also wanted them to have the flexibility to put into place
8 what they'd like to see and not be told what to do. He apologized for venting but thought they
9 needed to be careful. Once concern he had was, they are starting to regulate and ask for information
10 they need to protect the citizens, but it goes against everything he stands for to implement some
11 program that is requiring more work on the part of the citizens and will cost them money. He
12 wanted them to be thoughtful as they moved forward. He thought good government grinds slowly
13 and to Nick's point, they were already at the walk stage from his standpoint. He wanted to see it
14 work out best for Chester and its citizens. Heather was in Montpelier last week for four and a half
15 days for orientation and this week she was there all day today and there was a lot of discussion
16 about short-term rentals. It was her sense that the legislature wanted to address it and encouraged
17 people to let her know their thoughts about it as it was a hot topic. She would let them all know
18 what was happening. Arne and Lee thanked Heather.

19 Arne thought they did a good job. They had a lot of community input, and the Planning
20 Commission spent a lot of work on it. It is hard for him to not follow the recommendations of a
21 group of people who spent a lot of time and community effort and input to get to this point. He
22 thought they were in a good place.

23 Kathy Giurtino thanked them for taking it seriously and putting a lot of work into it.

24 Shawn Cunningham asked what the process was for selecting the company and what the timeframe
25 was. Preston said there was a process but the amount they were talking about didn't trigger the
26 requirement for an RFP so they could do a more informal process. He thought they would invite 3
27 candidates that were good ones to bid but he and Julie hadn't settled that. Julie agreed and said
28 there was a strong interest in who they use so probably an RFP form of a process. They would get
29 more than one RFP and feel them out and report back to the board. Lee asked if someone wanted
30 to give input on who they think the board should select who would they talk to, and Julie said
31 either her or Preston. Lee encouraged Ian Montgomery to give his concerns to Julie or Preston
32 because he wanted to see them. Julie thought next week Preston could gather the information and
33 they would get it out in the next couple of weeks. Preston thought if they were going to kick it off
34 in April, they needed to Select a company in January. Arne thought whoever they chose there
35 would be a contract involved and possibly a probationary period.

36 Arne thanked everyone for their patience regarding the issue. Julie asked Heather and/or Leigh to
37 stop in and sign the ordinance. Leigh thanked Julie for all the work she did and was impressed
38 with the information they received in the packet. Julie said it was Preston and the Planning
39 Commission. The members thanked them.

40 **Agenda Item 6, Andover Assessment**

41 Julie said last year they had established the formula that determined their contribution each year.
42 She plugged in capital expenses and total calls and the increase to Andover was \$8,400. She said
43 the budget reflected a larger amount because there was a calculation error last year and Chester
44 agreed they would let Andover pay the amount represented and they agreed there would be an

1 automatic increase to bring it where it should be. Andover had seen it and before she told them it
2 was final, she wanted to make sure the board saw it. Her formulas have been verified so there was
3 no calculation error. Heather asked if a motion was necessary or if it was just informational. Julie
4 said it was just information as it was formula based. Arne and Julie, both thought it was a fair
5 system. Lee asked if Chester provided Andover with monthly calls, and she said yes and that Matt
6 emails them and that Amanda and Matt also provide them with a report.

7 **Agenda Item 7, 2023 General Fund Budget Review**

8 Arne, given the past two years and inflation, hoped they would spend the ARPA money more
9 practically.

10 Julie said the budget remained unchanged from the last time they looked at it. What has changed
11 were the actuals for 2022. They still have an entire month of revenue and expenses. They just took
12 in \$70,000 today in revenue but also just did a \$50,000 warrant. Currently, they are ending the
13 year with a deficit near \$180,000 which is mostly attributed to an increase in fuel costs that took
14 place after the budget was set last year. By July, they had spent about 100% of the fuel budget.
15 The auditors are amazed that the deficit is as low as it is. Julie said there are similar sized towns in
16 the state that are in a lot of trouble, but Chester has done well. Julie said the budget is too much of
17 an increase and not sustainable. They are trying to be creative. They have fund balances that have
18 been built over the years. It was time to start considering some of the funds. She said they are
19 projecting another 4 to 5 years of turmoil and volatility. They need to be careful and strategic. She
20 provided them with 3 different spreadsheets. She was looking at 2023 proposed cuts and changes
21 that proposed pulling things out of the general fund budget that are mostly one-time expenses.
22 Some of the stuff for the library and town hall may be able to be funded through grants and ARPA
23 funds. There is a fund balance in the capital plan but will meet with the auditor next week before
24 she reveals what it is. 2023 is the last year of payment on the 2016 bond. Those payments could
25 come from the capital plan fund balance instead of the 2023 budget. It may be a good way to use
26 them. There was \$3,500 in the old academy fund that could be closed out.

27 The total ARPA received was \$903,952. Total expended to date is \$237,217. Some of the expenses
28 in 2022 could come from Trustees of Public Funds for Cemetery. The library heating, sprinkler
29 system, and lighting were unanticipated. In 2021, when they first started the Public Safety Building
30 there were items not included that surprised them and were paid for by the General Fund. They
31 had voted that the cost overruns for the Safety Building would be covered by ARPA. This would
32 put another \$90,000 back in the General Fund if they wanted to do that. Julie said the proposed
33 ARPA expenses from the deficit and the proposed ARPA expenses from the 2023 budget, would
34 bring the remaining balance of ARPA to \$447,034. Heather asked where they were with the solar.
35 Julie said they were trying to get all the information and Lee was helping. Heather asked when
36 they anticipated having a clear picture on it. Julie hoped soon. Lee's thought Greenbacker wasn't
37 paying attention because they didn't know where the stuff was. Lee was trying to get the
38 information to give to the guy doing the assessment. He thought Greenbacker was close to the
39 worst company he's dealt with. Julie agreed. Lee didn't understand how they could run their
40 business that way. Arne thought it sounded like they didn't want Chester to exercise their option.
41 Heather thought it could help the board decide.

42 Julie thought maybe they needed to kick a few things to 2024. This information was just to update
43 the board and decisions wouldn't be made until January when they knew the actual numbers. Julie
44 said there was no way to do it without having an increase, but her goal was to stay in the 3 to 4

1 cents range, but their goal could be something different.

2 Department Heads are looking at expenses that have increased and are considering increasing
3 revenue too, like zoning permit fees and cemetery fees. Arne noted that some of those fees have
4 remained the same for 20 years.

5 Julie said Chester is the only town in the area to not charge for the pool. They are considering a
6 season pass for \$50 a year. They would discuss it later, as they were trying to think of creative
7 ways to generate revenue. Arne thought they needed to include an avenue for those who can't
8 afford it and Julie agreed.

9 Arne said products are increasing 100% to 150% and couldn't see how it was justified. Julie said
10 Department Heads are looking through their lines and Julie wanted to make sure they don't budget
11 it too tightly.

12 Everyone agreed it was a difficult year to budget because of the constant change in prices and costs
13 of things.

14 Peter Hudkins thanked Julie for her time on the budget and appreciated that it was easy to
15 understand.

16 **Agenda Item 8, SEVCA Board of Directors Appointment, Elizabeth Cresci**

17 Heather moved and Lee seconded a motion to approve Mrs. Elizabeth "Liz" Cresci of Chester as
18 its representative to the SEVCA Board for a 3-year term. Heather thanked Elizabeth and noted it
19 had been vacant for a while. Arne thanked Elizabeth for stepping forward, so Chester's voice is
20 heard and thanked SEVCA for what it does for the area. Leigh also gave her thanks. A vote was
21 taken, and the motion passed unanimously.

22 **Agenda Item 9, New Business/Next Agenda**

- 23
- 24 • Budget.
 - 25 • Community Garden discussion about a revocable license rather than a lease.
 - 26 • Peter Hudkins proposed a step program to sell the Jeffrey Barn. He saw it as a huge liability
27 for the town. He said a study was done a few years ago that showed it was too expensive to tear
28 down and was too expensive to renovate. He said it was a 3-acre zone and the north wall was
29 starting to go down more which would require more money to keep it standing. He proposed doing
30 a step program and working with Julie to do a sketch which could be brought and proposed to the
31 town and then progress from there. Arne asked if they should have a study and Peter said one had
32 been done. Peter said they could do a study for the north wall. He thought they were at a time
33 now, considering real estate prices and what people are paying, that maybe someone would buy it
34 and fix it up. He said they are already trying to maintain historical buildings. Peter suggested
35 making a 3-acre subdivision, appraising it, and putting it on the market to sell. Lee asked if the 3-
36 acre subdivision would include access off the Jeffrey Well Road. Peter didn't think it was
37 necessary because there was access off Route 103. Lee was concerned about traffic. Peter
38 suggested a right-of-way and didn't see that as an issue. Lee asked if the sketch would include a
39 3-acre boundary. Peter proposed he work out a sketch, so they weren't hiring anyone or spending
40 any money. He would work it out with Jeff and Julie and bring it to the board to see if they liked
41 the sketch. From the sketch, he suggested an appraisal and if it looked worthwhile, proceed with a
42 surveyor and subdivision. He thought someone would need to be paid to professionally appraise
43 it. Arne thought they were all good ideas but suggested having a general discussion to make sure

1 the board wanted to go that direction. Julie would dig the study out so the current board could see
2 it. Heather thought if it was on the agenda, people who wanted to save the barn could come and
3 talk to that. Arne thought it was worth starting a conversation. The last time they put \$30,000 into
4 it and it didn't get them anywhere. Heather thought they wanted to tear it down 8 years ago because
5 of the study. Arne thought it could be helpful to unload it. Peter said people are building \$2 million
6 homes and maybe someone would want to convert the barn into a \$2 million home. Peter wanted
7 to see all the barns saved. He recalled back in the '70s fires that went through Saxton River, Athens,
8 Brookline, and another town and they burned barns about once a week and that many of the big,
9 beautiful barns are gone. He wanted to see it here but didn't see how Chester could sustain it. Arne
10 thought a lot of people agreed with that and was just a matter of which way they should go. Arne
11 thought they would find artifacts and get shut down by Act 250. Peter said there was water there
12 but not sewer. Arne thought it wasn't that far from the sewer. Peter said the average cost for sewer
13 now was running \$2,500 to \$3,000 a foot. He didn't see that the payback was there. Arne thought
14 they could have some good discussions and they would make it a future agenda item. The members
15 thanked Peter.

16 **Agenda Item 10, Adjourn**

17 Lee moved to adjourn, and Leigh seconded the motion. A vote was taken, and the motion passed
18 unanimously, and the meeting was adjourned at 7:57 p.m.