

**March 10, 2020**

The Joint Meeting of the City Council and Board of Finance was held on March 10, 2020 in the City Hall Council Chambers, 111 North Main Street at 6:45 p.m. Present: Mayor Zoppo-Sassu; Council Members Barney, Fortier, Hahn, Kelley, Preleski, and Rosado; Commissioners Calfe, Jones, Smith, and Thibeault. Absent: Commissioner Burns. Commissioner LaMothe arrived at 6:50 p.m.

**1. APPROVAL OF MINUTES OF REGULAR JOINT MEETING ON FEBRUARY 11, 2020, APPROVED.**

Board of Finance approval presented.

On motion of Commissioner Smith and seconded, it was unanimously voted: To approve the minutes of the regular Joint Meeting on February 11, 2020.

**2. ADOPTION OF CONSENT CALENDAR.**

On motion of Commissioner Smith and seconded, it was unanimously voted: To adopt the following ten matters as part of the Consent Calendar.

**3. \$22,625 TRANSFER WITHIN GENERAL FUND FOR ELIMINATION OF PART-TIME PRINCIPAL CLERK-TAX, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Smith and seconded, it was unanimously voted: To transfer \$22,625 within the General Fund for the elimination of the part-time Principal Clerk-Tax.

**4. APPROVAL OF TRANSFERS TOTALING \$207,096 WITHIN GENERAL FUND FOR LOCAL #1338 CONTRACT SETTLEMENT, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Smith and seconded, it was unanimously voted: To approve transfers totaling \$207,096 within the General Fund for Local #1338 Contract settlement.

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**5. APPROVAL OF TRANSFERS TOTALING \$10,500 WITHIN HUMAN RESOURCES OPERATING BUDGET FOR PROFESSIONAL FEES, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Smith and seconded, it was unanimously voted: To approve transfers totaling \$10,500 within the Human Resources operating budget for Professional Fees.

**6. APPROVAL OF TRANSFERS TOTALING \$10,542 WITHIN FIRE DEPARTMENT'S OPERATING BUDGET FOR BUNKER GEAR AND MOTOR VEHICLE REPAIRS, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Smith and seconded, it was unanimously voted: To approve transfers totaling \$10,542 within the Fire Department's operating budget for bunker gear and motor vehicle repairs.

**7. \$95,000 TRANSFER WITHIN PUBLIC WORKS-BUILDING MAINTENANCE OPERATING BUDGET FOR NATURAL GAS, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Smith and seconded, it was unanimously voted: To transfer \$95,000 within the Public Works-Building Maintenance operating budget for Natural Gas.

**8. \$14,691 ADDITIONAL APPROPRIATION WITHIN SPECIAL GRANTS AND DONATIONS FUND FOR OUTDOOR CLASSROOM PROJECT, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Smith and seconded, it was unanimously voted: To make an additional appropriation of \$14,691 within the Special Grants and Donations Fund for the Outdoor Classroom project.

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**9. \$51,459 ADDITIONAL APPROPRIATION WITHIN CAPITAL PROJECTS FUND FUNDED BY DEEP PINE LAKE GRANT, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Smith and seconded, it was unanimously voted: To make an additional appropriation of \$51,459 within the Capital Projects Fund funded by DEEP Pine Lake Grant.

**10. APPROVAL OF TRANSFERS TOTALING \$175,000 WITHIN LOCIP FUND FOR PEQUABUCK RIVER WEST END RETAINING WALL, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Smith and seconded, it was unanimously voted: To approve transfers totaling \$175,000 within the LOCIP Fund for the Pequabuck River West End Retaining Wall project.

**11. \$20,000 ADDITIONAL APPROPRIATION WITHIN SPECIAL GRANTS AND DONATIONS FUND FOR BARNES FOUNDATION GRANT, APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Smith and seconded, it was unanimously voted: To make an additional appropriation totaling \$20,000 within the Special Grants and Donations Fund for the Barnes Foundation Grant.

**12. \$7,201,784 ADDITIONAL APPROPRIATIONS WITHIN SPECIAL EDUCATION GRANT FUND FUNDED BY GRANT REVENUE APPROVED.**

Board of Finance approval presented.

As part of the Consent Calendar adoption and on motion of Commissioner Smith and seconded, it was unanimously voted: To make additional appropriations totaling \$7,201,784 within the Special Education Grant Fund funded by grant revenue.

**13. \$16,457 ADDITIONAL APPROPRIATION WITHIN ENERGY EFFICIENCY FUND CONTINGENCY ACCOUNT, APPROVED.**

Board of Finance approval presented.

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On motion of Commissioner Thibeault and seconded, it was unanimously voted: To make additional appropriations of \$16,457 within the Energy Efficiency Fund Contingency Account.

**14. TO DECREASE APPROPRIATIONS TOTALING \$1,233,630 WITHIN CAPITAL PROJECTS FUND, APPROVED.**

Board of Finance approval presented.

On motion of Commissioner Smith and seconded, it was unanimously voted: To decrease appropriations totaling \$1,233,630 within the Capital Projects Fund.

**15. \$517 ADDITIONAL APPROPRIATIONS WITHIN CAPITAL PROJECTS FUND, APPROVED.**

Board of Finance approval presented.

On motion of Commissioner Smith and seconded, it was unanimously voted: To make additional appropriations totaling \$517 within the Capital Projects Fund.

**16. APPROVAL OF TRANSFERS TOTALING \$344,702 WITHIN CAPITAL PROJECTS FUND, APPROVED.**

Board of Finance approval presented.

On motion of Commissioner Thibeault and seconded, it was unanimously voted: To approve transfers totaling \$344,702 within the Capital Projects Fund.

**17. \$670,800 TRANSFER WITHIN DEEP OPEN SPACE PROJECT DECREASING SALE OF BONDS/NOTES AND INCREASING DEEP OPEN SPACE GRANT FOR CITY'S SHARE OF GRANT, APPROVED.**

Board of Finance approval presented.

On motion of Council Member Hahn and seconded, it was unanimously voted: To transfer \$670,800 within the DEEP Open Space Project decreasing the sale of bonds/notes and increasing the DEEP open Space Grant for the City's share of the grant.

**18. \$200,000 ADDITIONAL APPROPRIATION WITHIN CAPITAL PROJECTS FUND FOR CENTRE SQUARE PARKING LOT, APPROVED.**

Board of Finance approval presented.

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On motion of Commissioner Thibeault and seconded, it was unanimously voted: To make an additional appropriation of \$200,000 within the Capital Projects Fund for the Centre Square Parking lot.

**19. RESOLUTION APPROPRIATING \$200,000 FOR CENTRE SQUARE PARKING LOT, ADOPTED.**

Board of Finance approval presented.

Council Member Barney moved and it was seconded by Commissioner Smith: To adopt the Resolution appropriating \$200,000 for the Centre Square Parking Lot, and to waive the reading of the Resolution, but to include it as part of the minutes.

The Resolution reads as follows –

**RESOLVED,**

- (a) That, pursuant to Section 25 of the City Charter, the Board of Finance of the City of Bristol hereby determines that it is necessary to undertake the design and construction of a parking lot to service the downtown/ City Hall area. The parking lot will be located on Centre Square adjacent to Hope Street, providing approximately 80 spaces and will include asphalt pavement, curbing, sidewalks, lighting, storm drainage along with a pavement pathway to Main Street, and related work.
- (b) That the sum of TWO HUNDRED THOUSAND DOLLARS (\$200,000) is appropriated therefor. The appropriation may be spent for design and engineering, costs, construction and installation costs, consultant fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project.
- (c) The \$200,000 appropriation shall be funded from unexpended bond proceeds in the amount of \$200,000, previously allocated to the Streetscape – North Main/City Hall – Infrastructure project, and from borrowing.
- (d) The remaining appropriation for the Streetscape – North Main/City Hall – Infrastructure shall be reduced to \$0.00.

A roll call vote was taken.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Barney			
“ ” Fortier			
“ ” Hahn			
“ “ Kelley			
“ ” Preleski			
“ ” Rosado			
Commissioner Calfe			
“ “ Jones			
“ ” LaMothe			
“ “ Smith			
“ ” Thibeault			

Mayor Zoppo-Sassu

RESOLUTION ADOPTED: YES – 12; NO – 0; ABSTAIN – 0.

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*(Commissioner LaMothe arrived at 6:50 p.m. and voted on this item).*

**20. \$244,000 ADDITIONAL APPROPRIATION WITHIN SCHOOL CAPITAL PROJECTS FUND AND TRANSFER \$11,000 FROM SCHOOL CAPITAL PROJECTS CONTINGENCY ACCOUNT FOR NORTHEAST MIDDLE SCHOOL GYM FLOOR PROJECT, APPROVED.**

Board of Finance approval presented.

On motion of Commissioner Smith and seconded, it was unanimously voted: To make an additional appropriation of \$244,000 within the School Capital Projects Fund and a transfer of \$11,000 from School Capital Projects Contingency account for the Northeast Middle School Gym Floor Project.

**21. RESOLUTION APPROPRIATING \$285,000 FOR NORTHEAST MIDDLE SCHOOL GYM FLOOR PROJECT, ADOPTED.**

Board of Finance approval presented.

Commissioner Smith moved and it was seconded by Council Member Fortier: To adopt the Resolution appropriating \$285,000 for the Northeast Middle School Gym Floor Project, and to waive the reading of the Resolution, but to include it as part of the minutes.

The Resolution reads as follows –

RESOLVED,

(a) That, pursuant to Section 25 of the City Charter, the Joint Meeting of the City Council and the Board of Finance of the City of Bristol hereby determines that it is necessary to undertake the removal and replacement of the gym floor at Northeast Middle School and related work.

(b) That the sum of TWO HUNDRED FIFTY-FIVE THOUSAND DOLLARS (\$255,000) is appropriated therefor in addition to \$30,000 previously appropriated for the engineering and design and bid process, for an aggregate appropriation of \$285,000. The \$285,000 appropriation may be spent for construction and installation costs, consultant fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project.

(c) The \$285,000 appropriation shall be funded from borrowing in the amount of \$244,000, \$11,000 from the Capital Fund Contingency Account and \$30,000 previously appropriated for the engineering and design and bid process.

(d) The remaining appropriation of \$244,747.43 for the Northeast Middle School Roof Replacement Project 14C03 shall be reduced to \$0.00.

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A roll call vote was taken.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Barney			
“ ” Fortier			
“ ” Hahn			
“ “ Kelley			
“ ” Preleski			
“ ” Rosado			
Commissioner Calfe			
“ “ Jones			
“ ” LaMothe			
“ “ Smith			
“ ” Thibeault			
Mayor Zoppo-Sassu			

RESOLUTION ADOPTED: *YES – 12; NO – 0; ABSTAIN – 0.*

**22. RESOLUTION AUTHORIZING ISSUANCE OF BONDS OR NOTES IN AMOUNT OF \$244,000 FOR NORTHEAST MIDDLE SCHOOL GYM FLOOR PROJECT, ADOPTED.**

Board of Finance approval presented.

Commissioner Smith moved and it was seconded by Council Member Barney: To adopt the Resolution authorizing the issuance of bonds or notes in the amount of \$244,000 for the Northeast Middle School Gym Floor Project, and to waive the reading of the Resolution, but to include it as part of the minutes.

The Resolution reads as follows –

RESOLVED,

(a) That under authority of and in compliance with the City Charter and any acts of the General Assembly of the State of Connecticut thereto enabling, the Joint Meeting of the City Council and the Board of Finance of the City of Bristol hereby determines that it is necessary to issue bonds or notes in the aggregate principal sum of TWO HUNDRED FORTY-FOUR THOUSAND DOLLARS (\$244,000) to finance, in part, the appropriation for the Northeast Middle School Gym Floor Replacement Project, if approved by a joint meeting of the City Council and the Board of Finance. The bonds or notes shall be issued pursuant to Section 25 of the Charter of the City of Bristol and Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the City secured by the irrevocable pledge of the full faith and credit of the City.

(b) That the City issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the

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notes outstanding at any time shall not exceed TWO HUNDRED FORTY-FOUR THOUSAND DOLLARS (\$244,000). The notes shall be issued pursuant to Section 25 of the Charter of the City of Bristol and Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the City and shall be secured by the irrevocable pledge of the full faith and credit of the City. The City shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

(c) That the Mayor or Acting Mayor of the City shall sign any bonds or notes by their manual or facsimile signatures. The bonds or notes shall be countersigned by the manual or facsimile signature of the Agent or Vice Agent of the Board of Finance. The Comptroller's approval of the bonds or notes shall be evidenced by the Comptroller's manual or facsimile signature. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the City in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

(d) That the City hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 and, if applicable, pursuant to Section 54A(d) of the Internal Revenue Code of 1986, as amended, that project costs may be paid from temporary advances of available funds and that the City reasonably expects to reimburse any such advances from the proceeds of borrowings, including qualified tax credit bonds, in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the City pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(e) That the Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance and the Comptroller, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

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A roll call vote was taken.

<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Barney		
“ ” Fortier		
“ ” Hahn		
“ “ Kelley		
“ ” Preleski		
“ ” Rosado		
Commissioner Calfe		
“ “ Jones		
“ ” LaMothe		
“ “ Smith		
“ ” Thibeault		
Mayor Zoppo-Sassu		

RESOLUTION ADOPTED: *YES – 12; NO – 0; ABSTAIN – 0.*

**23. RESOLUTION APPROPRIATING \$2,100,000 FOR ACQUISITION OF SHRUB ROAD PARCELS - OPEN SPACE GRANT APPLICATION, ADOPTED.**

Board of Finance approval presented.

Council Member Hahn moved and it was seconded by Council Member Barney: To adopt the Resolution appropriating \$2,100,000 for acquisition of Shrub Road Parcels – Open Space Grant Application, and to waive the reading of the Resolution, but to include it as part of the minutes.

The Resolution reads as follows –

RESOLVED,

(a) That, pursuant to Section 25 of the City Charter, the Joint Meeting of the City Council and the Board of Finance of the City of Bristol hereby determines that it is necessary to undertake, pursuant to the State of Connecticut Department of Energy and Environmental Protection Open Space and Watershed Land Acquisition Grant Program, the acquisition of the Shrub Road Parcels described as follows:

1. Lot 57-6 Shrub Road, Bristol, CT: Parcel identified as 315 Shrub Road is a 14.4 acre property, zoned R-15, with 845’ of Shrub Road frontage. The property is located immediately east of Seymour Park on the north side of Shrub Road; and
2. Lot 57-6-2-6-3 Shrub Road, Bristol, CT: This parcel is a 21.2 acre vacant property, zoned R-15. The paved City street, Buckboard Place, terminates at the central location of the east property line. The property is located immediately south of the Bristol/Burlington town line and immediately north of the 315 Shrub Road parcel

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described above. The property is bounded to the west by a 36 acre vacant open space conservation parcel owned by the Environmental Learning Centers of CT, Inc.

(b) That the sum of TWO MILLION ONE HUNDRED THOUSAND DOLLARS (\$2,100,000) is appropriated therefor.

(c) The \$2,100,000 appropriation may be spent for acquisition costs, engineering and testing fees, appraisal fees, consultant fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project. The appropriation is subject to the approval by a joint meeting of the City Council and Board of Finance.

(d) The \$2,100,000 appropriation shall be funded from borrowing less any grants received to defray the appropriation.

A roll call vote was taken.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Barney			
“ ” Fortier			
“ ” Hahn			
“ “ Kelley			
“ ” Preleski			
“ ” Rosado			
Commissioner Calfe			
“ “ Jones			
“ ” LaMothe			
“ “ Smith			
“ ” Thibeault			
Mayor Zoppo-Sassu			

RESOLUTION ADOPTED: *YES – 12; NO – 0; ABSTAIN – 0.*

**24. RESOLUTION AUTHORIZING ISSUANCE OF BONDS OR NOTES IN AMOUNT OF \$2,100,000 FOR ACQUISITION OF SHRUB ROAD PARCELS – OPEN SPACE GRANT APPLICATION, ADOPTED.**

Board of Finance approval presented.

Commissioner Smith moved and it was seconded by Council Member Fortier: To adopt the Resolution authorizing issuance of bonds or notes in the amount of \$2,100,000 for acquisition of Shrub Road Parcels – Open Space Grant Application, and to waive the reading of the Resolution, but to include it as part of the minutes.

Commissioner Thibeault stated she would vote for this acquisition even though she thought it was overpriced. She noted the City had already started the process and she did not want to jeopardize the grant.

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The Resolution reads as follows –

RESOLVED,

(a) That under authority of and in compliance with the City Charter and any other acts of the General Assembly of the State of Connecticut thereto enabling, the Joint Meeting of the City Council and the Board of Finance of the City of Bristol hereby determines that it is necessary to issue bonds or notes in the principal sum of TWO MILLION ONE HUNDRED THOUSAND DOLLARS (\$2,100,000) to finance the appropriation for the acquisition of the Shrub Road Parcels, pursuant to the State of Connecticut Department of Energy and Environmental Protection Open Space and Watershed Land Acquisition Grant Program. The bonds or notes shall be issued pursuant to Section 25 of the Charter of the City of Bristol and Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the City secured by the irrevocable pledge of the full faith and credit of the City.

(b) That the City issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed TWO MILLION ONE HUNDRED THOUSAND DOLLARS (\$2,100,000). The notes shall be issued pursuant to Section 25 of the Charter of the City of Bristol and Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the City and shall be secured by the irrevocable pledge of the full faith and credit of the City. The City shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

(c) That the Mayor or Acting Mayor of the City is authorized, on behalf of the City, to apply for assistance under the State of Connecticut Department of Energy and Environmental Protection Open Space and Watershed Land Acquisition Grant Program, and is authorized to apply for and accept other federal and state grants to help finance the appropriation for the project and to enter into any grant or loan agreement prescribed by the State or any other entity. Any grant proceeds may be used to pay project costs or principal and interest on bonds, notes, or temporary notes or obligations

(d) That the Mayor or Acting Mayor of the City shall sign any bonds or notes by their manual or facsimile signatures. The bonds or notes shall be countersigned by the manual or facsimile signature of the Agent or Vice Agent of the Board of Finance. The Comptroller's approval of the bonds or notes shall be evidenced by his manual or facsimile signature. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the City in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

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(e) That the City hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 and, if applicable, pursuant to Section 54A(d) of the Internal Revenue Code of 1986, as amended, that project costs may be paid from temporary advances of available funds and that the City reasonably expects to reimburse any such advances from the proceeds of borrowings, including qualified tax credit bonds, in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the City pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Mayor or Acting Mayor and the Agent or Vice Agent of the Board of Finance and the Comptroller, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

A roll call vote was taken.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Council Member Barney			
“ ” Fortier			
“ ” Hahn			
“ “ Kelley			
“ ” Preleski			
“ ” Rosado			
Commissioner Calfe			
“ “ Jones			
“ ” LaMothe			
“ “ Smith			
“ ” Thibeault			
Mayor Zoppo-Sassu			

RESOLUTION ADOPTED: *YES – 12; NO – 0; ABSTAIN – 0.*

**25. MONTHLY REVENUE AND EXPENSE REPORT PRESENTATION BY COMPTROLLER.**

Comptroller Waldron highlighted a monthly revenue and expense report for the Joint Meeting members.

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**26. ADJOURNMENT.**

At 6:58 p.m., on motion of Commissioner Smith and seconded, it was unanimously voted: To adjourn.

**ATTEST:** \_\_\_\_\_

**Therese Pac**  
**Town & City Clerk**