

**BOARD OF FINANCE  
TOWN COUNCIL  
BOARD OF EDUCATION  
BUDGET WORKSHOP  
APRIL 7, 2021**

**I. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. via GoToMeeting by Chairman Thomas Harrison. Members present: Chairman Thomas Harrison, Vice Chairman/Secretary Catherine Durdan, Katrina Marin, Margaret Bratton, Ellen Retelle, Ken Birk, and Cathy Salchert. A quorum was present.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Thomas Harrison.

**III. OLD BUSINESS**

**20/21-05      FY 21/22 Budget: All Three Boards**

A.      Board of Finance Workshop: Set Budget Goals and Objectives

Mr. Harrison welcomed all. The purpose of this meeting tonight is to provide an opportunity for the three Boards to react to and discuss what we heard at the Public Hearing on Monday night; after discussions the Board of Finance will take a formal vote and establish the budget that will then go out to referendum next month; there will be a decision tonight; customarily we don't get into numbers, rather a more philosophical discussion; the mill rate that would be required to support the Town and BOE budget will be discussed; we are not in a position tonight to get into individual budget items; the budget has been discussed before the public and there has been an opportunity for the public to comment. The Board can recommend that the budget be adopted as submitted, or decreased or increased; this will be the last order of business at this meeting. We give the Council and the Board of Education an opportunity to share their thoughts, then the Board of Finance members will give their views and we will put it to a vote. He noted that following the Public Hearing no additional comments were received by the public. He introduced the members of the Board of Finance: Vice Chair Cathy Durdan, Margaret Bratton, Ken Birk, Cathy Salchert, Ellen Retelle, and Katrina Marin.

Mr. Harrison opened it up for comments from the Town Council.

Mrs. Maguire, Town Council Chairperson, introduced members of the Town Council: Anthony Weber, Jim Speich, Jeff Bernetich, and Dan Polhamus. She commented that this budget is many months in the making and believes that it meets of our citizens and sets us up for the future of our Town; we were fortunate to see a slight growth in the Grand List this year and with the completion of Whole Foods a more substantial increase is likely next year. Despite utilizing \$1.8 million in Unassigned Fund Balance last year to achieve a zero percent tax increase we were able to rebuild the account and are consistent with our neighbors in the Farmington Valley; as you know the proper funding of an Unassigned Fund Balance is looked upon favorably by Moody's and Standard & Poors; maintaining our AAA bond rating has been instrumental in ensuring the favorable rates that we have enjoyed when we go out to bond. The Town Council operating budget reflects a 3.0% increase while our combined capital reflects roughly a 5.0% decrease; all the while covering the Town's top priorities from public safety, caring for our buildings, and caring for our infrastructure. We feel that we looked very deeply at this budget; we started in February, when the Town originally

came to us it was a budget that was thoroughly looked at; the drill that we went through last year with all of the cuts really made us look deep; she feels that this is a good budget that we are putting through; we are thankful and tremendously grateful to our citizens, it has been a rough year and we recognize the many sacrifices that have been made; we are thankful to Town staff and our fellow elected officials; this is not easy and we are coming through the tunnel; thank you to Brandon Robertson, our Town Manager, Grace Tiezzi, our Assistant Town Manager, and Tom DiStasio, our new Director of Finance, for all of the time you have spent working on this budget and she knows it has been a tremendous effort. The Town Council unanimously supported this budget that is being reviewed tonight; we respectfully request that this budget be put through to referendum as presented for the citizens of Avon to decide; she thanked the Board of Finance for all of their work as well and the work ahead of you tonight.

Mr. Speich commented that it was great to see the Grand List increase this year as we haven't seen one in quite a few years; of our 3% increase, about 2% are fixed costs, the "Big Rocks"; he is happy to see the capital budget at the level it is as it covers all of our priorities; and employment in the Town is fairly flat and we always look for cost savings through the Town and Board of Education cooperation; he is in favor of the Town Council budget as presented. In response to a question from Mr. Harrison, Mr. Speich responded that he has no further comments regarding the Board of Education budget; it is a time for the Board of Finance to do its job now and we are here to support and do whatever we can do and will leave that up to Chairperson Maguire to lead us in that charge.

Mr. Bernetich, Mr. Weber, and Mr. Polhamus did not provide any comments.

Mr. Harrison called on the Board of Education members. Board of Education Chairperson Chute introduced members of the Board of Education: Vice Chair Jay Spivak, Secretary Jeff Fleischman, Jackie Blea, Jason Indomenico, Laura Young, David Cavanaugh, Bogdan Oprica, and Lisa Seminara. She also welcomed the Central Office team who have really been able to spearhead most of the efforts of the budget presented to you: Assistant Superintendent of Teaching and Learning Donna Nestler-Rusack, Director of Human Resources Mr. Medic, Business Manager Ms. Russo, and Superintendent Dr. Carnemolla. She commented that the Board of Education has many budget meetings, lots of questions are asked and answered, they begin the process as soon as one budget has been approved, we are incredibly approved of the budget that was approved last year and what we were able to do with it and we think that this budget moving forward focuses on needs, what we truly need for our students to get the education required and what we want to provide for them; we hope you are happy with what we have come up with; we all voted unanimously for it and we truly look forward to what we are able to do next year hopefully with a little less mitigating factors that played in this year, but we are prepared and ready to protect our students and staff; this reflects the support the Board has as a whole.

Mr. Harrison asked members of the Board of Finance to provide their comments on the budget.

Mr. Harrison called on Ms. Bratton for comments. She asked what the dollar amount decrease to the proposed mill rate increase would be to get the proposed mill rate increase to below 4.0%. Mr. DiStasio responded that the mill rate with the current tax levy would be at a mill rate increase of 4.53%; to get below 4.0% we would need to reduce the tax levy by \$456,000 or more. Ms. Bratton asked if the Town Manager and Superintendent of Schools could find, in the combined budget, a way to decrease it by \$456,000. Brandon Robertson, Town Manager, replied by keeping in mind how much work has gone into these budgets to date; he does not have the level of knowledge about the Board of Education budget that he does with the Town budget, but the budgets are very tight and very difficult choices have already been made; both budgets have to carry a heavy load, meeting long-term liabilities, capital needs, and operating expenses and most of those are going up as a result of the environment; there may be some options to look at, the possibility of using very

judiciously some Unassigned Fund Balance but that is about the best he can do. Dr. Carnemolla echoed Mr. Robertson's comments. She added that they had the Board of Education budget frozen right after school opened this year as they knew this year would be a year of costs like no other and didn't know where they were going to land; they cut quite a bit via cost avoidance last year when they utilized funds at the end of last school year to pre-buy any materials they could to carry them through this year; the budget has just been unfroze and needed to add staffing positions as a result of almost 600 students learning remotely. She noted that they have been incredibly judicious with their funds this year and approached it in the same manner for next year knowing we already have this "cliff" and cut back in as many ways as they could before it was even brought to their Board; part of their requested increase is a result of what was cut from the budget that has to go back in for next year. Ms. Bratton appreciates everyone's tedious work they had to do with the budget. She noted her concerns: 1) the State level majority politicians already take a lot of Avon residents' income tax and only return about 2% back to Avon, 2) the State level majority are strongly considering a new State real estate tax of 1 mill of local real estate property that would go to the State and also strongly considering taking over our Planning and Zoning decisions which would greatly and quickly affect our Town's expenses and therefore Town real estate taxes and affects our taxpayer's wallet, 3) although some of us during the pandemic did not have a decrease in income, including some private sector residents and also every one of our local Town and Board of Education employees, but there are still many residents who are living on reduced incomes and she is thinking of them, and 4) she agreed last year to have a zero percent tax increase using a little bit of our Unassigned Fund Balance. This year she recommends decreasing our proposed budget by \$456,000 without using our Unassigned Fund Balance.

Mr. Harrison called on Mr. Birk for comments. Mr. Birk asked what our neighbors' increases look like versus Avon at 4.53%. Mr. Robertson responded that Simsbury is lower than us, but he does not have the most up-to-date information. He noted that there is a lot going on under the hood that can impact what a particular municipality may have for a mill rate increase in any given year; it is a function of Grand List growth, etc.

Mr. Harrison called on Ms. Retelle for comments. Ms. Retelle read the following statement: this is my second year on the Board of Finance. I would like to express my appreciation to the Board of Education staff and the Town staff who have worked diligently to develop the 2021-22 Avon budget. There is no doubt that it is a difficult task. Thank you for your work. I would also like to thank the Town Council and the Board of Education members for their work on the budget. At this time of the year, the Board of Finance plays an important role in the budget process. Our role is very different than the other boards. The Board of Finance members must vote "yeah" or "nay" on the budget, and specifically on the tax increase. We do this by reviewing, analyzing, and evaluating the town and the board of education budgets. More importantly, we have to ask a lot of questions to ensure we have a deep understanding of why the tax increase is being proposed and what the tax increase provides to Avon residents. Last year at this time, the Board of Finance made the right and moral decision to say "NO" to a tax increase. Even though, we were presented with the "sky is going to fall" presentation, we remained firm and steadfast in our conviction that a tax increase would be detrimental to Avon residents. Voting for an increase in taxes during the COVID19 pandemic would have been unacceptable and objectionable. COVID19 has wreaked havoc on our community, state, and country for the past 13 months; we are just beginning to see the light at the end of the tunnel. As an elected official and member of the Board of Finance, I believe it is my ethical responsibility and duty to ensure that I represent and act on behalf of Avon residents. This year we have been presented with a mill rate increase of 4.53%; this would increase the mill rate from 32.90 to 34.40. I do not support this increase...of 4.53%. What I do support is a 3.41% increase. This increase would meet the proposed level of spending in the 2021-22 Fiscal Year budget. I know how this will benefit Avon residents. Town and Board of Education Staff will receive a well-deserved wage increase. Avon will be able to do snow plowing, fix roads, offer

courses at the senior center, etc... I do not support taxing Avon residents to increase the Unassigned Fund Balance. The tax increase for the Unassigned Fund Balance is 2.12%. The current Unassigned Fund Balance is above what is required by the town charter. The Unassigned Fund Balance is at 13.08% of the Town/Board of Education Budget. The Avon Town Charter requires it to be 10% of the previous year's budget. Consequently, the Unassigned Fund Balance is 3.08% higher than it needs to be. This is good news. Moreover, Avon has maintained its Triple A Bond Rating because the Unassigned Fund Balance is at 13.08%. One reason that the Unassigned Fund Balance is robust is because about \$1,950,000 dollars in Fiscal Year 2019-20 because of the pandemic. Although 1.8 million dollars was "borrowed" from the Unassigned Fund Balance, the money that Avon did not spend during Fiscal Year 2019-20 replenished the Unassigned Fund Balance. I don't agree that Avon should increase taxes to add an additional 1.8 million to the Unassigned Fund Balance. This increase does not benefit Avon residents. Consequently, I recommend that the Board of Finance vote to increase taxes by 3.41% NOT 4.53%. Additionally, it is important to note that the Unassigned Fund Balance has only been used 3 or 4 times in the last 20 years. Let's keep that light shining at the end of the tunnel; don't dim or turn off the light in Avon by increasing the tax rate by 4.53% when we only need to increase it to 3.41%. Avon needs to emerge from the pandemic with a realistic tax increase. Thank you for listening and for your attention. Mr. Harrison asked what dollar decrease would be required to get to a 3.41% increase. Mr. DiStasio responded that it would require roughly \$950,000 to be reduced from the levy to get us below 3.41%. Ms. Retelle reiterated that her proposal is not to cut any money from either Board of Education or Town side; her proposal is not to replenish the Unassigned Fund Balance, which is already at 13.08%.

Mr. Harrison called on Ms. Salchert for comments. Ms. Salchert thanked Town staff, Town Council and Board of Education for all of their work put into the budget. She agreed with Ms. Retelle to the extent that our tax increase is being driven by the need to replenish the Unassigned Fund Balance she cannot support that. She commented that stated as a percentage the increase of the Grand List it doesn't sound like very much, but when you look at the numbers that are in our budget it is over \$26 million and does not see how we cannot find enough money to avoid having to add to the tax burden to cover replenishing the Unassigned Fund Balance; she does not see how you get from \$2,656,950 down to \$874,151 as the only dollars that come into the budget. She noted that we do have the American Recovery Act federal funds waiting to be used by the Town and an additional revenue source that we can count on; \$1.8 million comes to the Town side and the rest to the schools; she is not aware of any strings attached to that. She added that we are going to have more Grand List growth; Phase I of the Avon Village Center Project has not come online yet; Whole Foods is not open yet; they contributed \$17 million this past Grand List as of October 1, 2020 and should add to the personal property Grand List once they are online and there are a few other buildings being built right now; there are new homes and additions being built; Coldwell Banker says that from a year ago when prices were falling and sales were down, those trends are also going up; we have a lot of good news in Avon right now. She does not see a need to be pessimistic about whether we are going to have the Grand List growth; we can at least maintain what we got this year; she wants to be optimistic and there is more money than what is being taken into account into this particular budget. She noted that for the Brookmoor residents who wrote in, that is not the purpose of our meeting tonight although she appreciates hearing from them and hopes they don't feel there is no other place to raise their concerns about why their road has not been paved. She took a drive down that road; it is a long road, a lot is not in bad shape, parts are hard to navigate; it is not really a cut through street; and if we could address that in some fashion that would be nice. She also commented on procedure and pointed out that our budget document lists the procedure that we follow every year as noted in the March 4, 2021 budget document posted online and on page 1 of the Budget Process says that the Board of Finance holds a Public Hearing not later than three weeks before the May Town Meeting; the next step is budget workshops held by the Board of Finance, then after the budget workshops the Board of Finance submits their budget to the Annual Town Meeting held the first Monday in May and at that meeting we take the vote and

submit it and adjourn to referendum; she does not think we're doing it right. She concluded that should this budget go forward with the tax increase that is outlined it is important for the public to know that it is a done deal unless we have 9% of the electorate come out to vote; it will automatically pass even if the votes are no. She thanked all for their time.

Mr. Harrison called on Mrs. Marin for comments. Mrs. Marin thanked everyone and cannot imagine the amount of emotion that was spent in creating the budgets; she appreciates it tremendously. She is in full support of the Board of Education as the biggest and perhaps the main selling point of our Town are our schools, so we need to keep our Town competitive to attract residents. We are still in a pandemic and numerous families are still struggling to recover not just financially but emotionally and mentally and seems not only unrealistic, but slightly out of touch to put any unnecessary financial strain on our residents when we are well above the 10% savings of our Unassigned Fund Balance. She would be comfortable with a maximum mill rate increase of 3.41% as stated by Ms. Retelle and there will not be any dipping into the rainy-day fund to accommodate the current proposal as she does not want to face any backlash or financial windfall. The task would be for the Town Council and Town Manager to live within the means of a mill rate increase of 3.41%; as a Board member she cannot tell you how or where to prioritize your spending but is confident you can work with that. As for needing the additional 2.12% to address the previous fiscal year use of the Unassigned Fund Balance does not add up and it makes the rainy-day fund even more robust than last year, therefore in her opinion additional funds aren't necessary to increase the rainy-day fund which is over 10%, per our Town Policy. She noted that the \$1.3 million last year was a line item in the Town budget specifically for the replacement of the geothermal system at the Library so unless we are buying a third geothermal system there is that line item of \$1.3 million that can be applied towards \$1.8 million recovery being requested at 2.12%. Although she does not believe raising taxes should always be a solution, she does believe the residents will be comfortable with a 3.41% mill rate increase and is confident that the Town can be managed to live within their means. Thank you.

Mr. Harrison called on Ms. Durdan for comments. Ms. Durdan thanked Town Council Chair Heather Maguire, Council members, Superintendent Bridget Carnemolla, Board of Education members, Town Manager Brandon Robertson, Assistant Town Manager Grace Tiezzi, Executive Secretary Jennifer Worsman, and Director of Finance Tom DiStasio for their help in arriving at this evening's Budget Workshop. She also thanked the residents who took this time to respond. She noted that around 2020 both the Board of Education and Town started preparing the FY 21/22 budget taking into consideration that COVID-19 is still a multi-year problem; we were fortunate enough to have an increase in the Grand List of 3%; we have a mill rate of 34.40 to support the proposed budget, a mill rate increase of 4.53%. She supports the proposed mill rate of 34.40 and recommend submitting a budget of \$101,261,159 to the voters at referendum on Wednesday, May 12, 2021. She added that she supports the \$1.8 million going back to the Unassigned Fund Balance to make it whole.

Mr. Harrison thanked and appreciated the thoughtful comments by fellow members of the Board of Finance and comments throughout the proceeding from the other two Boards.

Mr. Harrison asked each member if they support recommending the budget as proposed to the voters for referendum or propose a different number. Mr. Birk responded no. Ms. Bratton responded no, not as is. Ms. Durdan responded yes. Mrs. Marin responded no. Ms. Retelle responded no. Ms. Salchert responded no. Mr. Harrison responded no. He noted that the proposed budget does not have support to be submitted to the voters. He asked Mr. Robertson about procedural steps to take in this situation. Mr. Robertson responded that it is up to the Board of Finance to determine what you are comfortable submitting to the Annual Town Meeting.

Mr. Robertson commented on how Unassigned Fund Balance is being thought about. The Board needs the proposed mill rate increase to drive the revenue to support the proposed budget; to get at it to achieve what Ms. Retelle is talking about is to have a draw down from Unassigned Fund Balance to offset the proposed increase in the budget for FY 21/22, similar to last year with the \$1.8 million but cautions the same cliff that we are dealing with this year; there will hopefully be Grand List growth but not enough to offset that use of Unassigned Fund Balance and the gap is only going to get bigger. He added that there are three ways to reduce the proposed budget: 1) expenditure reductions, 2) use some level of Unassigned Fund Balance, and 3) at the end of the last fiscal year the Board of Finance approved an assignment of Fund Balance for the Board of Education's use to offset the FY 21/22 proposed budget for \$250,000 which could be applied to the bottom line.

Ms. Retelle noted that at the Board's March 22<sup>nd</sup> meeting he asked Mr. DiStasio what the percent of the Unassigned Fund Balance was of the FY 20/21 budget and it was almost 12%. Mr. DiStasio responded that 13.08% is what it would be based on the conclusion of past through expenditures associated with the teachers' retirement fund, if those were excluded, it would be 12.4%. Ms. Retelle asked if we keep the 4.53% and put \$1.8 million in the Unassigned Fund Balance what would it increase to. Mr. DiStasio clarified that regarding the FY 21/22 proposed budget, the 2.12% is to make up the difference between the \$1.8 million that we used in last year's budget and the needs we have for this year's budget; it is not going directly into the Unassigned Fund Balance. Mr. Robertson noted that the Board of Finance replenished Unassigned Fund Balance in the amount of (greater than) \$1.8 million as a result of the closing entries that your Board approved at the end of FY 19/20; the number we are talking about is FY 20, 13.08% and it is a Town Council Policy; we are on the low end in the Farmington Valley and statewide for AAA communities. We are talking about the levy; you need the 2.12% to make up for the use of a one-time revenue to drive the tax dollars to support the budget; the way to do what you are talking about is to do another appropriation of Unassigned Fund Balance to substitute for taxes. Ms. Retelle noted that at the end of last year the Town and Board of Education did not spend \$1,950,000; \$250,000 went to the Board of Education; the remaining money went to Unassigned Fund Balance. Mr. Robertson clarified that part of it closed to Unassigned Fund Balance, part of it was used to make up for the one-time revenue of \$1.8 million to reimburse Unassigned Fund Balance, and there were a number of other assignments that both the Town Council and Board of Finance approved on Fund Balance and those include not just the Board of Education offset for FY 21/22, but other assignments for pension, Other Post-Employment Benefits, etc. Dr. Carnemolla asked Mr. Robertson to explain why the Board of Education still has the \$250,000 offset for the upcoming fiscal year as it is related to what is being asked in the funds that we returned to the Town at the end of last year. Mr. Robertson responded that in the Board of Education budget there was an unspent appropriation at the conclusion of last fiscal year of approximately \$750,000; there was discussions at that time with the Board of Finance about using \$1.3 million or \$1.8 million of which the Board elected to use \$1.8 million with the expectation that at least \$500,000 would come back from the Board of Education to replenish; with the remaining positive variances for expenditures and revenues at the end of the year we took another \$250,000 and the idea was to make the Board of Education whole for the unspent appropriation at the end of the year, hence the \$750,000. Ms. Retelle reaffirmed her recommendation of a 3.41% mill rate tax increase. Several Board members did not want to use additional monies from Unassigned Fund Balance to support a 3.41% mill rate increase. Ms. Retelle inquired about opportunities for the Town Manager and Superintendent of Schools to discuss options in a different setting. Ms. Salchert commented that the Budget Process contemplates that we can hold another Budget Workshop if necessary.

Dr. Carnemolla commented on the American Recovery Act funds, in particular for the Board of Education the ESR2 funds, that we will be receiving in the amount of \$370,000 is earmarked to be used for accelerated student learning or remediating any learning loss that students may need during

the summer so that money was not accounted for in their budget; it is not an offset, it is a reimbursement. She added that there is a second federal funding source of approximately \$750,000 for the Board of Education but comes with restrictions related to what it can be used for and proving why we need the money and will have to show the audit trail for every dollar spent connected to COVID-19 related learning loss or other related pandemic situations. She is nervous about the potential for cuts to their budget as we already cut so much out of it; we really will most likely not qualify for those funds because we won't have the money to spend to get it back.

Mr. Robertson commented that you have to drive the levy with the 2.12% to produce the dollars to support the increase in spending because of the current year's one-time revenue; a 3.41% mill rate increase is not the right number to get there. He added that \$950,000 in reductions would need to be made. He suggested that the Board first apply the \$250,000 assignment approved by the Board of Finance specifically for the purpose of offsetting the Board of Education's FY 21/22 operating budget, that gets the problem down to \$700,000; it would be prudent to some level of Unassigned Fund Balance to offset the increase in the FY 21/22 budget, perhaps \$500,000; then \$200,000 left to be made in actual expenditure reductions to the Town and Board of Education budgets to achieve a 3.41% mill rate increase; the \$200,000 would need to be divided proportionally. He noted that at the conclusion of last year's budget process the Town took a reduction of \$270,000 at the last minute to achieve a zero percent tax increase which meant we had to underfund our Other Post-Employment Benefits (OPEB) line item for the year which is part of the reason our budget is higher this year. Mrs. Marin commented that with regards to underfunding the OPEB which was coming from the Sewer Fund which has no bearing on the taxes. Mr. Robertson responded that is incorrect; a very small part was funded there; it was a cut in the General Fund budget because we had to affect the levy which is how we got the zero percent tax increase; a special revenue fund isn't supported by the levy. Ms. Retelle commented that she would not want to make a \$200,000 cut to either the Town or Board of Education side. Mr. DiStasio noted that without the \$200,000 cuts suggested by Mr. Robertson it would get us to a 3.65% mill rate increase, or 34.1 mill rate. Mrs. Marin asked if using \$500,000 in Unassigned Fund Balance will create another windfall for next year. Mr. DiStasio responded that it will have the same effect but will be significantly smaller and would have to be made up. Ms. Salchert commented that page B12 in the March budget document talks about \$500,000 being used in FY 2004/2005 from Unassigned Fund Balance; since that time, nothing of magnitude except last year.

#### B. Adopt Final Recommended Budget

On a motion made by Margaret Bratton, seconded by Thomas Harrison, it was voted: **RESOLVED:** In accordance with Section 9.4.1(b) of the Town Charter of the Town of Avon, after a public hearing duly held on April 5, 2021 and after due consultation with the Town Council and the Board of Education on April 7, 2021, the Avon Board of Finance hereby recommends to the Annual Budget Meeting a Budget in the amount of \$101,261,159 for Fiscal Year 2021/2022 with a mill rate increase of 3.98%, or mill rate of 34.21, by using a Board of Education Assignment on Unassigned Fund Balance in the amount of \$250,000 and \$206,000 from Unassigned Fund Balance.

Messrs: Harrison, Bratton, Birk, Retelle, Salchert, and Durdan voted in favor. Mrs. Marin abstained. Motion carried: 6-0-1.

Dr. Carnemolla reaffirmed that the Board of Education would support the use of the \$250,000 assignment as it was their expectation that when we turned over more than expected to the Town's General Fund last year instead of using the \$250,000 to offset this current budget year that it would end up offsetting the FY 21/22 budget and is not impacting their bottom line.

C. Sign Call of the May 3, 2021 Town and Budget Meeting

**IV. ADJOURN**

On a motion made by Ellen Retelle, seconded by Ken Birk, it was voted:

**RESOLVED:** That the Board of Finance adjourn the meeting at 8:50 p.m.

Messrs: Harrison, Birk, and Mmes. Bratton, Salchert, Marin, Retelle, and Durdan voted in favor.

Respectfully Submitted,  
Cathy Durdan, Vice Chair/Secretary

Attest: Jennifer Worsman, Clerk

All referenced material is available to the public in the Town Manager's Office.