

Town of Danby Planning Board
Minutes of Regular Meeting
October 19, 2017

FINAL

PRESENT:

Scott Davis
Joel Gagnon
Jim Rundle
Jody Scriber
Naomi Strichartz
Frank Kruppa

OTHER ATTENDEES:

Town Planner	C.J. Randall
Recording Secretary	Kelly Cecala
Public	Ted Crane and Katharine Hunter

The meeting was opened at 7:03 pm.

(1) CALL TO ORDER/AGENDA REVIEW:

Gagnon requested to add a discussion about waste water management. Randall stated that she would be discussing this item in more detail during the code report. Rundle and Davis requested to add a discussion point about the Land Use Training they attended that week. Davis also wanted to discuss the maps that are received in advance if of the meeting - their accuracy and usefulness. There were no other changes and/or deletions.

(2) PRIVILEGE OF THE FLOOR:

During privilege of the floor, chairman Kruppa reminded the public to keep their comments civil and respectful and under three minutes. Crane wanted to remark about the four (4) action items on the agenda and said that all of which are more or less taking a corner out of a bigger property to build a house, which leaves less road frontage and huge back lot. Crane questioned if any of this was a great idea.

Gagnon said that current zoning is enabling these things to happen. Strichartz said that some people cannot afford the taxes on these huge properties and need to subdivide. There was a brief discussion amongst the Board members as far as why people are doing subdivisions. Davis commented that the creation of flag lots is actually encouraged by our current zoning. Scriber added that the "message" received this week is to fall back to the Comprehensive Plan. Crane made the suggestion to encourage people to make boundary adjustments instead of subdividing. Katharine Hunter said that she hopes Danby can get some good zoning going and she is there to support the Planning Board.

(3) APPROVAL OF MINUTES:

MOTION – Approve September 2017 Minutes as Amended

Moved by Gagnon, Second by Scriber The motion passed

In Favor: Davis, Gagnon, Rundle, Scriber, Strichartz, Kruppa

(4) TOWN BOARD LIAISON REPORT:

Leslie Connors was absent from the meeting therefore no Town Board report was given.

(5) ACTION ITEMS:

Project: Minor Subdivision

Location: 37 Howland Road, Tax Parcel # 28.-1-16.5

Applicant: Jed Gobrecht

Anticipated Board action(s) this month: Public Hearing; Determination of Environmental Significance; Preliminary and Final Approval

Project Description: The Applicant proposes to subdivide the existing 10.725-acre property into two parcels: Parcel A, measuring 2.050 acres, with 258 feet of frontage on Howland Road, 371 feet of depth, with existing house; and Parcel B, measuring 8.675 acres with 201 feet of frontage on Howland Road, 1046.85 feet of depth. The property is in the Low Density Residential Zoning District, requiring a lot area minimum of 2 acres, frontage of 200 feet, and lot depth of 300 feet. This is an Unlisted action under the Town of Danby Environmental Review of Actions and an Unlisted action under the State Environmental Quality Review Act and is subject to environmental review.

The Public Hearing Opened at 7:19 pm.

The Board reviewed the Short EAF. Gagnon noted that question 15 was marked yes and asked Randall what was the threatened species. Randall explained that the data used to get the report has a one mile radius from the location and that the actual species is not always identified. Gagnon said that the species in question may not even be on the property, so how is the question and answer (or a lack thereof) useful? Gagnon said that the map provided was not sufficient and requested an area map; Randall said that she would request this in the future.

PLANNING BOARD RESOLUTION NO. 38 OF 2017 - DETERMINATION OF ENVIRONMENTAL SIGNIFICANCE, MINOR SUBDIVISION, 37 HOWLAND ROAD, TAX PARCEL NO. 28.-1-16.5

Whereas an application has been submitted for review and approval by the Town of Danby Planning Board for a Minor Subdivision of Town of Danby Tax Parcel No. 28.-1-16.5, by Jed Gobrecht, Applicant and Owner; and

Whereas the Applicant proposes to subdivide the existing 10.725-acre property into two parcels: Parcel A, measuring 2.050 acres, with 258 feet of frontage on Howland Road, 371 feet of depth, with existing house; and Parcel B, measuring 8.675 acres with 201 feet of frontage on Howland Road, 1046.85 feet of depth; and

Whereas the property is in the Low Density Residential Zoning District, requiring a lot area minimum of 2 acres, frontage of 200 feet, and lot depth of 300 feet; and

Whereas this is considered a Minor Subdivision in accordance with the Town of Danby Subdivision and Land Division Regulations, Article II, § 201 B.2. Minor Subdivision, Option #2 – A small-lot minor subdivision is permitted, where the division results in a lot or lots of less than 8 acres, provided that the following criteria are met:

- a. No other division(s) or subdivision(s) involving the parcel being divided except for Land Annexation have taken place within the previous three (3) consecutive years;
- b. The subdivision results in no more than two lots, including the parcel being divided;
- c. Both lots resulting from the subdivision have frontage on a public road maintained year-round;
- d. Both lots resulting from the subdivision meet all other pertinent zoning requirements;
- e. No extension or improvement of an existing, or creation of a new public road, significant public utility infrastructure, or significant stormwater improvements, or extension of public benefit districts is involved;
- f. Compliance with the Stormwater Local Law, if applicable, has been demonstrated, including, but not limited to, the preparation and approval of SWPPPs, the obtaining of Stormwater Permits, and the design, planning, installation, construction, maintenance, and improvement of temporary and permanent Stormwater Management Practices, as each and all of such capitalized terms are used within such Stormwater Local Law; and

Whereas this is an Unlisted Action under the Town of Danby Environmental Review of Actions and the State Environmental Quality Review Act and is subject to environmental review; and

Whereas the Planning Board, being the local agency which has primary responsibility for approving the action, did on September 21, 2017 declare itself the Lead Agency for the environmental review; and

Whereas this Board, acting as Lead Agency in environmental review, did on October 19, 2017 review and accept as adequate: a Short Environmental Assessment Form (SEAF), Part 1, submitted by the Applicant, and Part 2, prepared by the Planning Administrator; a survey map entitled "Survey Map: No. 37 Howland Road," prepared by T.G. Miller, P.C., and dated 9/6/2017; and other application materials;

Now Therefore, be it

Resolved, that the Town of Danby Planning Board determines the proposed Minor Subdivision will result in no significant impact on the environment and that a Negative Declaration for purposes of Article 8 of the Environmental Conservation Law be filed in accordance with the provisions of Part 617 of the State Environmental Quality Review Act.

MOTION – Determination of Environmental Significance

Moved by Strichartz, Second by Gagnon The motion passed

In Favor: Davis, Gagnon, Rundle, Scriber, Strichartz, Kruppa

The Public Hearing Closed at 7:21 pm.

PLANNING BOARD RESOLUTION NO. 39 OF 2017 - PRELIMINARY AND FINAL APPROVAL, MINOR SUBDIVISION, 37 HOWLAND ROAD, TAX PARCEL NO. 28.-1-16.5

Whereas an application has been submitted for review and approval by the Town of Danby Planning Board for a Minor Subdivision of Town of Danby Tax Parcel No. 28.-1-16.5, by Jed Gobrecht, Owner and Applicant; and

Whereas the Applicant proposes to subdivide the existing 10.725-acre property into two parcels: Parcel A, measuring 2.050 acres, with 258 feet of frontage on Howland Road, 371 feet of depth, with existing house; and Parcel B, measuring 8.675 acres with 201 feet of frontage on Howland Road, 1046.85 feet of depth; and

Whereas this is considered a Minor Subdivision in accordance with the Town of Danby Subdivision and Land Division Regulations, Article II, § 201 B.2. Minor Subdivision, Option #2 – A small-lot minor subdivision is permitted, where the division results in a lot or lots of less than 8 acres, provided that the following criteria are met:

- a. No other division(s) or subdivision(s) involving the parcel being divided except for Land Annexation have taken place within the previous three (3) consecutive years;
- b. The subdivision results in no more than two lots, including the parcel being divided;
- c. Both lots resulting from the subdivision have frontage on a public road maintained year-round;
- d. Both lots resulting from the subdivision meet all other pertinent zoning requirements;
- e. No extension or improvement of an existing, or creation of a new public road, significant public utility infrastructure, or significant stormwater improvements, or extension of public benefit districts is involved;
- f. Compliance with the Stormwater Local Law, if applicable, has been demonstrated, including, but not limited to, the preparation and approval of SWPPPs, the obtaining of Stormwater Permits, and the design, planning, installation, construction, maintenance, and improvement of temporary and permanent Stormwater Management Practices, as each and all of such capitalized terms are used within such Stormwater Local Law; and

Whereas this is an Unlisted Action under the Town of Danby Environmental Review of Actions and the State Environmental Quality Review Act and is subject to environmental review; and

Whereas the Planning Board, being the local agency which has primary responsibility for approving the action, did on September 21, 2017 declare itself the Lead Agency for the environmental review; and

Whereas legal notice was published and adjacent property owners within 500 feet notified in accordance with the Town of Danby Subdivision and Land Division Regulations, Article VI, § 601 II.H. Hearing and Notices; and

Whereas this Board, acting as Lead Agency in environmental review, did on October 19, 2017 review and accept as adequate: a Short Environmental Assessment Form (SEAF), Part 1, submitted by the Applicant, and Part 2, prepared

by the Planning Administrator; a survey map entitled "Survey Map: No. 37 Howland Road," prepared by T.G. Miller, P.C., and dated 9/6/2017; and other application materials; and

Whereas the Planning Board did on October 19, 2017 hold a Public Hearing and make a Negative Declaration of Environmental Significance for the project; and

Whereas, the Planning Board recognizes that information received and reviewed for this Subdivision indicates the resultant parcels conform to area requirements in the Low Density Residential Zoning District;

Now Therefore, be it

Resolved, that the Town of Danby Planning Board does hereby grant Preliminary and Final Subdivision Approval to the proposed Minor Subdivision of Town of Danby Tax Parcel No. 28.-1-16.5, by Jed Gobrecht, Owner and Applicant, subject to the submission of the final approved plat, having a raised seal and signature of a registered licensed surveyor, filed with the Tompkins County Clerk within six (6) months.

Kruppa said to include that a Public Hearing was also held on October 19, 2017 to the resolution (done - see above).

MOTION – Preliminary and Final Approval

Moved by Gagnon, Second by Strichartz The motion passed

In Favor: Davis, Gagnon, Rundle, Scriber, Strichartz, Kruppa

Project: Minor Subdivision

Location: 145 Peter Road, Tax Parcel # 28.-1-6.22

Applicant: Matthew E. Haney

Anticipated Board action(s) this month: Declaration of Lead Agency

Project Description: The Applicant proposes to subdivide the existing 28.10-acre property into two parcels: Parcel A, measuring 5.205 acres, with 350 feet of frontage on Peter Road, 647.97 feet of depth, with existing house; and Parcel B, measuring 22.895 acres with 661 feet of frontage on Peter Road, 1093 feet of depth, and undeveloped. The property is in the Low Density Residential Zoning District, requiring a lot area minimum of 2 acres, frontage of 200 feet, and lot depth of 300 feet. This is an Unlisted action under the Town of Danby Environmental Review of Actions and an Unlisted action under the State Environmental Quality Review Act and is subject to environmental review.

The Board reviewed the Short EAF. Gagnon commented that question 14 was blank and question 15 (again) was marked yes but with no species identified. Gagnon said that parent parcel map which was provided for this larger lot is not adequate as provided, there are no lines marking the requested subdivision and that a larger site location map (with measurements) should be included.

PLANNING BOARD RESOLUTION NO. 39 OF 2017 - DECLARATION OF LEAD AGENCY, MINOR SUBDIVISION, 145 PETER ROAD, TAX PARCEL # 28.-1-6.22

Whereas an application has been submitted for review and approval by the Town of Danby Planning Board for a Minor Subdivision of Town of Danby Tax Parcel No. 28.-1-6.22, by Matthew E. Haney, Owner and Applicant; and

Whereas the Applicant proposes to subdivide the existing 28.10-acre property into two parcels: Parcel A, measuring 5.205 acres, with 350 feet of frontage on Peter Road, 647.97 feet of depth, with existing house; and Parcel B, measuring 22.895 acres with 661 feet of frontage on Peter Road, 1093 feet of depth, and undeveloped; and

Whereas the property is in the Low Density Residential Zoning District, requiring a lot area minimum of 2 acres, frontage of 200 feet, and lot depth of 300 feet; and

Whereas this is considered a Minor Subdivision in accordance with the Town of Danby Subdivision and Land Division Regulations, Article II, § 201 B.2. Minor Subdivision, Option #2 – A small-lot minor subdivision is permitted, where the division results in a lot or lots of less than 8 acres, provided that the following criteria are met:

a. No other division(s) or subdivision(s) involving the parcel being divided except for Land Annexation have taken place within the previous three (3) consecutive years;

- b. The subdivision results in no more than two lots, including the parcel being divided;
- c. Both lots resulting from the subdivision have frontage on a public road maintained year-round;
- d. Both lots resulting from the subdivision meet all other pertinent zoning requirements;
- e. No extension or improvement of an existing, or creation of a new public road, significant public utility infrastructure, or significant stormwater improvements, or extension of public benefit districts is involved;
- f. Compliance with the Stormwater Local Law, if applicable, has been demonstrated, including, but not limited to, the preparation and approval of SWPPPs, the obtaining of Stormwater Permits, and the design, planning, installation, construction, maintenance, and improvement of temporary and permanent Stormwater Management Practices, as each and all of such capitalized terms are used within such Stormwater Local Law; and

Whereas this is an Unlisted Action under the Town of Danby Environmental Review of Actions and the State Environmental Quality Review Act and is subject to environmental review; and

Whereas State Law specifies that, for actions governed by local environmental review, the Lead Agency shall be that local agency which has primary responsibility for approving and funding or carrying out the action;

Now Therefore, be it

Resolved that the Town of Danby Planning Board does hereby declare itself Lead Agency for the environmental review for the action of Minor Subdivision approval for Town of Danby Tax Parcel No. 28.-1-6.22, by Matthew E. Haney, Owner and Applicant.

MOTION – Declaration of Lead Agency

Moved by Gagnon, Second by Rundle The motion passed

In Favor: Davis, Gagnon, Rundle, Scriber, Strichartz, Kruppa

Project: Minor Subdivision

Location: 1040 Comfort Road, Tax Parcel # 15.-1-11.3

Applicant: Cynthia Black and Andrea Butje

Anticipated Board action(s) this month: Declaration of Lead Agency

Project Description: The Applicant proposes to subdivide the existing 17.806-acre property into two parcels: Parcel A, measuring 3.336 acres, with 234.61 feet of frontage on Comfort Road, 650 feet of depth, and undeveloped; and Parcel B, measuring 14.446 acres with 234.61 feet of frontage on Comfort Road, 1678.91 feet of depth, and undeveloped. The property is in the Low Density Residential Zoning District, requiring a lot area minimum of 2 acres, frontage of 200 feet, and lot depth of 300 feet. This is an Unlisted action under the Town of Danby Environmental Review of Actions and an Unlisted action under the State Environmental Quality Review Act and is subject to environmental review.

The Board reviewed the Short EAF and had no recommended changes to make. Randall referred to the property previewer and confirmed that the last split was back in 2002. The Board had several issues with the accuracy of the maps provided and their readability. Gagnon said that the maps were confusing and it is only his familiarity with the location that is helping. Gagnon said there is no neighborhood context on the existing map and that it is not clear where the parent parcel is.

Crane suggested using a tax map. Randall commented that a tax map would take time to create. Kruppa commented that they would have liked a reference point that gave directions to the actual lot and that a neighborhood map would have been helpful in finding the location versus being used for any decision making.

PLANNING BOARD RESOLUTION NO. 40 OF 2017 - DECLARATION OF LEAD AGENCY, MINOR SUBDIVISION, COMFORT ROAD, TAX PARCEL NO. 15.-1-11.3

Whereas an application has been submitted for review and approval by the Town of Danby Planning Board for a Minor Subdivision of Town of Danby Tax Parcel No. 15.-1-11.3, by Cynthia Black and Andrea Butje, Owners and Applicants; and

Whereas the Applicants propose to subdivide the existing 17.806-acre property into two parcels: Parcel A, measuring 3.336 acres, with 234.61 feet of frontage on Comfort Road, 650 feet of depth, and undeveloped; and Parcel B, measuring 14.446 acres with 234.61 feet of frontage on Comfort Road, 1678.91 feet of depth, and undeveloped; and

Whereas the property is in the Low Density Residential Zoning District, requiring a lot area minimum of 2 acres, frontage of 200 feet, and lot depth of 300 feet; and

Whereas this is considered a Minor Subdivision in accordance with the Town of Danby Subdivision and Land Division Regulations, Article II, § 201 B.2. Minor Subdivision, Option #2 – A small-lot minor subdivision is permitted, where the division results in a lot or lots of less than 8 acres, provided that the following criteria are met:

- a. No other division(s) or subdivision(s) involving the parcel being divided except for Land Annexation have taken place within the previous three (3) consecutive years;
- b. The subdivision results in no more than two lots, including the parcel being divided;
- c. Both lots resulting from the subdivision have frontage on a public road maintained year-round;
- d. Both lots resulting from the subdivision meet all other pertinent zoning requirements;
- e. No extension or improvement of an existing, or creation of a new public road, significant public utility infrastructure, or significant stormwater improvements, or extension of public benefit districts is involved;
- f. Compliance with the Stormwater Local Law, if applicable, has been demonstrated, including, but not limited to, the preparation and approval of SWPPPs, the obtaining of Stormwater Permits, and the design, planning, installation, construction, maintenance, and improvement of temporary and permanent Stormwater Management Practices, as each and all of such capitalized terms are used within such Stormwater Local Law; and

Whereas this is an Unlisted Action under the Town of Danby Environmental Review of Actions and the State Environmental Quality Review Act and is subject to environmental review; and

Whereas State Law specifies that, for actions governed by local environmental review, the Lead Agency shall be that local agency which has primary responsibility for approving and funding or carrying out the action;

Now Therefore, be it

Resolved that the Town of Danby Planning Board does hereby declare itself Lead Agency for the environmental review for the action of Minor Subdivision approval for Town of Danby Tax Parcel No. 15.-1-11.3, by Cynthia Black and Andrea Butje, Owners and Applicants.

MOTION – Declaration of Lead Agency

Moved by Gagnon, Second by Scriber The motion passed

In Favor: Davis, Gagnon, Rundle, Scriber, Strichartz, Kruppa

Project: Subdivision

Location: Curtis Road, Tax Parcel # 23.-1-10.2

Applicant: Michael Amodie

Owner: Deborah A. Friends

Anticipated Board action(s) this month: Sketch Plan

Project Description: The Applicant proposes to subdivide the existing 109.77-acre property into two parcels: Parcel A, measuring 4 acres and undeveloped; and Parcel B, measuring 105.77 acres and undeveloped. The property is in the Low Density Residential Zoning District, requiring a lot area minimum of 2 acres, frontage of 200 feet, and lot depth of 300 feet. This is an Unlisted action under the Town of Danby Environmental Review of Actions and an Unlisted action under the State Environmental Quality Review Act and is subject to environmental review.

The Board had several questions about the Sketch Plan. Randall gave a brief history of the request stating that the applicant had already been “camping” on the property and wanted to now purchase a 4 acre corner piece of the larger parcel. Randall commented that the zoning ordinance requires road frontage on a public road maintained year round. Gagnon added that the ordinance presumes that when you create a lot it is intended for a house to be built. There was a lengthy discussion about the lot in question being on a seasonal road that is surrounded by state forest. Randall brought up a larger map on the computer for the discussion, using the location of the “antenna” as a reference point.

Randall stated that she has also given the applicant some options and that the matter is before the Planning Board tonight to determine whether they want to waive the frontage requirement or make a recommendation to the BZA to consider granting a variance. Randall stated that the applicant would be appearing before the BZA on November 21st. Gagnon commented that the law *also* states that you cannot get a building permit for a house on a minimally maintained road; he said that the language was changed from seasonal road to a minimally maintained road and to check the language on the law that created the minimally maintained road classification.

Randall said that she does not have any local road law information. Randall asked what the difference was. She said no matter what the road is called, it is still not a public road maintained year round. Gagnon said that the likelihood of getting a waiver might be affected by the impact it will have on the road classification and that he didn’t see the point if the owner could not get a building permit. Randall said this is the first she has heard of this and would begin to research into it.

Davis said there is a house at the end of Hill Road (a large lot) which may have frontage on the other side. Gagnon said the Hill Road is a minimally maintained road. Kruppa stated that this is really a BZA issue. Randall clarified that the Planning Board is required to make a recommendation to the BZA before the next meeting. Kruppa remarked that the only decision point is whether or not the Planning Board recommends a variance for the frontage requirement in the zoning ordinance.

Randall said there are two places where road frontage is a requirement on a public road maintained year round and that it would be a two-step process (1) the Planning Board can issue a waiver to the subdivision regulation with (2) the recommendation that the BZA grant a variance for the number of lots allowed provision found in Section 600 - Low Density Residential – “provided that the road frontage is on a road maintained year round.”

Kruppa clarified that the decision is whether or not the Planning Board *agrees* with the subdivision and if so then the Planning Board would need to make a recommendation to the BZA that they grant the variance. Randall said that the BZA would need to grant the variance first before coming back to the Planning Board for the subdivision to be approved.

Gagnon remarked that the town should not be tying the subdivision of land on minimally maintained roads to houses at all. Randall suggested to include this language in the zoning, i.e. an area allocation method. Kruppa asked if the waiver could be granted with the stipulation that a permanent structure could not be built. Randall said that this might be an option for the BZA and that she would research into it.

(6) DISCUSSION ITEMS

Special Permit

Davis reported on the Land Use Seminar that he attended and stated that the biggest problem Danby has with special permits is the inherent contradiction in the allowed uses which are listed in Low Density Residential Zoning. He added that once they are put under the rubric of “special permit” applicants can have them by-right. Davis said to consider restricting the allowable uses so that if a person wants to do something “special” then the Planning Board can “tweak” what is allowed. Davis acknowledged Rundle’s former comment on retaining special permits so that at least the

Planning Board can tweak the allowed uses and restrict them. Rundle commented that if you put clear conditions on the special permits then those conditions need to be met; he added that the current conditions are too vague and according to Guy Krogh not enforceable.

Gagnon said “to get rid of them” is to substitute with site plan review. Kruppa forewarned that if special permits were removed then owners would still be able to come to the Planning Board with their request, which would be completely subjected to the opinions of that particular Board. Crane asked if there is a list of uses which are legally allowed by the state that could be made available. Randall said yes and an example of that would be a group-home.

Kruppa said his concern with putting too many conditions on special permits is that the Planning Board may not be qualified to do so. Rundle stated that the conditions would be written to mitigate the impact on the neighborhood, not on operating or safety conditions. Randall said that she would advocate reevaluating the uses that fall under site plan review. Gagnon asked Randall if all the things that are allowed by special permit can be moved to site plan review instead.

Kruppa raised the question about the zoning rules if they *were* to be pushed to site plan review. Randall suggested evaluating each of the uses that are currently allowed under special permit; first identify them; decide if they are a good idea in low density residential; verify/audit the definition; decide if they should go in site plan; identify specific conditions for them.

Kruppa said an inventory of the special permits and zones would also help get the community involved when needed. Davis said that he would rather review it amongst the Board first and decide if they want to get rid of special permits or not. Rundle and Strichartz said that an inventory of them would help them decide. Scriber added that trying to push changes without the public’s involvement could backfire.

Kruppa said that zoning updates is the #1 priority. Randall commented that Danby zoning is very binary with no gradations or tiers. She said a zoning steering subcommittee would need to be established first and guesstimated that the process could take a year. Gagnon said that when he thinks about what is wrong with zoning, special permits is not what comes to mind. Randall said that an audit process should be done which will help highlight what all the “hang ups” are and will assist in identify what is good and what is not. Special permits will be further discussed at the joint scoping meeting in November.

Meeting Civility

Kruppa stated that this is being addressed at the beginning of the meetings prior to Privilege of the Floor and asked that it be removed from the agenda.

Waste Water Management

Due to time constraints, this has been deferred to next month.

Land Use Training Report

Davis, Scriber, and Rundle spoke very briefly about the seminar they recently attended.

(7) PLANNING & ZONING REPORT

Randall reported that the Town Board approved a resolution for the preparation of a feasibility study for the establishment of a waste water disposal district for the Brown Rd. Pocket Neighborhood Project. Randall also said the

Town Board approved hiring an engineering firm to research the expansion of the West Danby Water District. She added that the process could take up to a year to complete and that the developers are aware of the timeline.

Randall stated that Danby became a Clean Energy Community as of September 5, 2017 and that Danby is now eligible for funding. Randall commented that the passing of the PDZ project resulted in the removal of 11 existing PDZ and that only 5 now remain.

(8) ADJOURNMENT

The meeting was adjourned at 9:19 pm.

Kelly Cecala – Recording Secretary