

APPROVED

BOARD OF SELECTMEN / SEWER COMMISSIONERS MEETING

Wednesday August 22, 2018 – 6:00 PM – Richmond Town Hall, 1529 State Road

PRESENT: Mr. Neal Pilson, Chair; Mr. Roger Manzolini, Selectman; Mr. Alan Hanson, Selectman; Mr. Mark Pruhenski, Town Administrator; Mr. Paul Lisi, Tax Collector/ Treasurer

ABSENT:

GUEST: Mr. Peter Beckwith, Highway Superintendent;

Mr. Neal Pilson opened the meeting at 6:05 PM.

Lenox Road/Lenox Branch Road Intersection: Mr. Pilson turned the floor over to Mr. Peter Beckwith, Highway Superintendent, who reported that he had made a site visit with Fuss & O'Neal's Traffic Engineering Division. They will work up a three-stage proposal for the intersection. If there is no apparent improvement after the initiation of Step One, Step Two will be put in place, progressively going into greater depth to provide for traffic safety. Mr. Beckwith noted that while they were there, he asked them to also look at the intersection of Swamp and Lenox Roads for which they will also work up a proposal. As soon as Mr. Beckwith receives those proposals, he can relay the information to the Board.

Mr. Pilson stated that he had noticed, while driving East on Lenox Road at the Lenox Road, Swamp Road intersection, that tree foliage obscures the flashing light up to within about 100 yards so that the driver does not see that light until he is clear of the trees. If the foliage from those trees is overhanging the road, the Town has the authority to have it cut back.

Mr. Pilson also reported that he noticed recently the yellow flashing light at the Monument Mt. High School on Route 7 was flashing in double-time, which he found much more compelling than it usually is. He wondered whether the timing of that flashing light was something governed by State regulation or is it something Richmond could create at the intersection to make the warning system more effective. Peter Beckwith offered to investigate the possibility of changing the rate of flashing on that light. Dr. Kahn asked for specifics about what Fuss & O'Neal will be proposing to correct the traffic situation at that intersection.

Mr. Beckwith replied that he has posted more signs at the Lenox/Lenox Branch Road intersection. He explained that Step Two would be the installation of traffic signs with lights around the edges and Step Three would be an LED solar version of the light that is currently at the intersection of Swamp and Lenox Roads plus some sort of flashing beacon. He noted that he has a sign that will be installed shortly that reads "Traffic Entering Right" with a 25 MPH limit. There is also a sign at the intersection that is currently behind a mailbox that will be moved.

Mr. Pilson responded by noting that Mrs. Kahn is one of the relatively few people who will come up Lenox Branch Road and make a Left. He added that the most important thing that must be done is slow

down the people driving up the hill from Richmond and he did not believe that much could be done to change the sightlines.

Mr. Beckwith responded that they are not waiting for something to happen, they are actively pursuing remedies for the situation. Mr. Manzolini added that the Board can only move at the speed of government, but that they are trying to do it as quickly as possible.

Mr. Manzolini asked that the questions those people were asking be referred to the engineers to see if they are options.

Mr. Pilson took the opportunity of having Mr. Beckwith present to commend the Highway Department for the rapid work that was done immediately after the rainstorm on Friday night. He said that he was aware that the crew was out at about 8:00 or 9:00 AM. Mr. Beckwith noted they had actually been out until 2:00 AM on Friday night and again at 7:00 AM the next morning. Mr. Pilson thanked the department for what they had been able to accomplish on very short notice.

East Road – Driveway and Culvert Issues: Mr. Pruhenski reported that on February 28th letters were sent to four different property owners on East Road regarding flooding, excess water runoff and driveway material being deposited in the road. At that time, ice was the issue, but it remains a year-round problem. The issue is on tonight's agenda because the Board has not received a response from any of the four owners and none of them have made any attempt at repairs. Mr. Pruhenski was asking the Board's permission to send a stronger letter to the four property owners, advising them that they could be held liable in the case of an accident resulting from the unrepaired conditions, as well as be liable for damage to the Public Way. He noted that Mr. Beckwith is constantly at the location, making repairs, removing gravel from the road and chipping away ice in the winter. Mr. Pruhenski would like permission to threaten legal action if they do not address the issue after this next round of letters.

Mr. Manzolini agreed with drafting a strong letter but cautioned that it should not include anything stronger than what the Town has the capability of doing. Mr. Pruhenski assured Mr. Manzolini that it was his intention to consult with council on the wording of the letters. Mr. Beckwith offered an update on the situation after the last rainstorm: some of the driveways were so badly washed away that the owners had contractors come in to restore them to their previous condition. No attempt was made to address the problem and it is expected that the next rainstorm will result in the same hazardous conditions.

Mr. Pilson noted that one of the houses involved is for sale, one of them is owned by a full-time Richmond resident and the other two are part-time residents. There was a discussion on the need for culverts. Mr. Beckwith said one of the properties does have a culvert but that the water doesn't make it into the culvert. The driveway would have to be regraded to make that happen.

Mr. Pruhenski will draft those letters with advice from the Town's counsel.

Signage for Lenox Road, Yokun and Osceola: Mr. Pilson had requested "No Outlet" signs on Yokun and Osceola and "Share the Road" signs on Lenox Road starting at Cheever. Mr. Beckwith advised Mr. Pilson that the signs he had asked to be ordered were delivered on Friday. Mr. Beckwith had hoped to

install them this week but has been dealing with storm damage and been unable to do so. Mr. Pilson clarified for the audience that the Board had been requested to install "No Outlet" signs on those roads to eliminate cars seeking a way to Pittsfield or Lenox and needing to turn around. There was a discussion of signs in town that seem to disappear periodically and need to be replaced. Mr. Beckwith has ordered a supply of signs for stock so that replacements can be made as needed.

Town Barn Discussion: Mr. Pruhenski distributed copies of a proposal for design services from Mr. Jack Silvan, as well as a letter received from Ms. Susan Lockwood, a resident of Richmond, and Mr. Ted Andrews' letter. Mr. Pruhenski reported on a site visit he made to the Barn at which Mr. Sliven, Mr. Manzolini and Mr. Beckwith were present. The purpose of the visit was to determine if there was a solution available other than removing the current structure and replacing it with a steel building that would allow for restoring the existing structure or some other option. Mr. Pruhenski outlined the several options available: removing the building and replacing it with a metal structure, restore the existing structure, build a new structure that would look more historic than the proposed metal building or do nothing and let the building collapse.

Mr. Pruhenski asked Mr. Beckwith to give his opinion as to how to proceed. Mr. Beckwith noted that he had advised Mr. Pruhenski against putting a great deal of money into the existing building. He said Mr. Pruhenski had proposed an alternative solution that would involve moving the building to a different location to create a new town center. The idea was to utilize the property near the Richmond School where the proposed new Library will be located and where eventually a new Town Hall might be located. There are assets at that location that could be useful, such as the playground, and it would create a three-sided open park area.

Mr. Pruhenski said that town residents have offered two arguments: 1. that the barn is an historic structure and should not be eliminated and 2. that it is important to the town's center. He noted that in his driving past the site, he finds that the building is hidden from sight and it would be wasteful to invest a lot of money in a building that will be used to store Highway Department equipment, which cannot be seen from the main road and isn't part of the town's center. Mr. Pilson stated that it seemed the discussion was being driven by a relatively small number of Richmond citizens who are concerned with preserving the town's heritage – a concern that the Board shares. Mr. Pilson thought that any of the options other than removing the existing building and replacing it with a useful steel building could result in the town's spending a considerable amount of money on a structure that is probably within several years of falling down. Mr. Pilson suggested providing the larger community with the available options and providing a cost for each one. Mr. Pruhenski reminded the Board that Mr. Silvan had offered to provide plans for renovating the building for \$10,000, which is 10% of the Building Budget, which he hesitates to recommend spending. Mr. Pilson asked if there was a quote on the cost of removing and replacing the building with a steel-sided structure, which would be 100% useful. Mr. ??? offered the thought that it would cost about \$100,000, which Mr. Pruhenski advised would include all costs associated with creating a new building. That estimate had been carefully worked out during the last year as it had always been the plan to go in that direction.

Mr. Hanson suggested that the Board seek the public's opinion on the subject. Mr. Paul Lisi, the Town Treasurer/Tax Collector reminded Mr. ~~John~~ Hanson that public opinion had been determined at a well-attended Town Meeting at which the subject was discussed in response to a warrant for the estimated \$100,000 cost to replace the existing building. There was no opposition at that time.

Mr. Manzolini wondered how universally the area around the Post Office is viewed by residents as the Town Center. He noted that the Board's vision is to create a town center around the school, which is why the Library is slated to be placed in that area. Mr. Manzolini felt that the plan that has been in place for some time is the right plan. He said if someone wanted to disassemble the building and reassemble it somewhere else in Richmond, he would agree with that, but he didn't think the Town should do it or that it should be moved to town property. In his view, that building is worthless to the town and represents a liability.

Mr. Fran Malnati suggested that whatever the town decides to build, it should be made large enough to be able to accommodate whatever equipment needs to be stored there. Mr. Beckwith said that the plan was to build as large as possible within the constraints of the existing footprint. Mr. Pilson suggested that the issue be addressed again at the next meeting and in the meantime get some publicity in our e-newsletter that the Board will be determining the future of the Old Red Barn at the next meeting. Mr. Manzolini cautioned that the only people who will show up will be the ones dedicated to saving the old building. Mr. Paul Lisi added that he felt that the issue had been well publicized and that it would be fair to decide on a course of action now, which would allow for demolition and building to begin before winter sets in so that the project can move forward.

It was noted that the only wording in the warrant at the Town Meeting was for the \$100,000 to be used to "repair or replace" the existing building. If the Town rushes toward replacement, will there be objections to not having repaired it? Mr. Manzolini reminded the Board that it will cost the town \$10,000 just to find out what the cost of repair will be. Does the town want to spend \$10,000 to find out that repair will cost \$270,000? He didn't think so and Mr. Pruhenski agreed.

Mr. Pruhenski offered a suggestion to the Board for their consideration before the next meeting. Mr. Pruhenski referenced a map showing the property on which the proposed Library, Community Center and perhaps eventually a new Town Hall will be located. His thought was that if the blacksmith's shop is something the town wants to keep, perhaps it could be saved and rebuilt at a later date and sited there along with the new Library. That would provide a real asset to the town, such as a picnic pavilion, that would bring the townspeople into a real town center. There was a discussion of the way to fund such a project and Mr. Lisi reminded the Board that several residents of Richmond are already having difficulty paying their taxes. The proposed project, he believed, would be very expensive and would necessarily raise taxes. Mr. Manzolini reminded the Board that the very first question that was asked of the town's Historian when plans were first underway to deal with the Barn, was whether it was an historical structure worth saving. The response they received was that it was not. Mr. Pilson asked that the issue be continued at the next Board meeting and that the Board members resolve that a decision will be made at that time.

Mr. Manzolini added his commendation to Mr. Beckwith for the job the DPW has been doing this past year. Mr. Hanson concurred that the response to the recent flooding problems was handled very rapidly and with professionalism and skill. Mr. Pilson asked Mr. Beckwith to provide the Board with any recommendations he might have for dealing with the runoff problems noted earlier. Mr. Beckwith described in detail what he found in his examination of the culverts in question after the heavy rains. He noted that there are some grants available for the kinds of repairs that would be needed in this situation and he plans to learn how to go about applying for the grant. Since some of the grants are matching grants, he will first determine what the cost to the Town would be and confer with the Board before proceeding.

Constable Policy – Final Draft for Approval: Mr. Pruhenski distributed the final draft of the Constable Policy, which had been drafted by the Town's Legal Counsel. Mr. Pilson asked if there was any discussion by the Board or from the Constables. Mr. Fran Malnati asked whether the certification of the Constables restricts them to serving only in Richmond. The response was this is a DOT certification and should not carry any such restrictions.

Mr. Tom Grizey provided the Board with a copy of the original Policy, dated September 26, 1996. Mr. Pruhenski noted that the new Policy states in the introduction that this policy will replace all previous Constable policies. Some discussion ensued about reviewing the document. Mr. Lisi noted that on the first page of the 1996 document, it reads, "Town of Richmond Police Department Policy and Procedures." The Town of Richmond has never adopted a Police Department. Mr. Pruhenski added that the new Policy was created by the Town's Attorney to correct some of the issues that are likely included in the 1996 Policy to protect the Town from liability. Mr. Pilson suggested that the Board review the 1996 document and then continue discussion at the next meeting.

There were additional comments from the floor including questions about the flashing lights permissible on Constable vehicles and Mr. Rick Latimer asked for clarification about the wearing of any clothing item that indicated that the wearer was a Police Officer. Mr. Pilson replied that it was his understanding that the Constables will be provided with items identifying them as Constables. Mr. Malnati asked whether the Constables would wear their uniforms. Mr. Lisi said that they would wear their current uniforms but with "Constable of Richmond" replacing the "Police Officer of Richmond" designation. Mr. Manzolini asked for clarification of the issue of flashing lights on vehicles. Mr. Lisi provided that clarification, including the information that the red flashing light that Mr. Malnati has on his vehicle was permitted by Mr. Steve Traver, the Fire Chief, in respect of Mr. Malnati's position as a volunteer fireman and is therefore perfectly legal. Mr. Hanson suggested that the Fire Chief be asked what the requirements are for the Constables to place red flashing lights on their vehicles. It was thought that it would be necessary for the Constable to be a volunteer fireman to qualify. Constables not volunteer firefighters would be limited to flashing amber lights. Blue flashing lights for vehicles are permitted only for sworn Police Officers and the Town of Richmond has no Police Department.

A discussion of whether the Policy must be approved at this meeting, or if it could wait for the next meeting included Mr. Hanson's opinion that more information was needed on the issue of vehicle lights. Mr. Lisi reminded Mr. Hanson that the ruling on vehicle lights was provided by the Town's Legal

Counsel. Mr. Pruhenski said that the only remaining question on the lights was whether there is a requirement for a permit to have yellow flashing lights on a vehicle.

Further comment from the floor elicited the clarification of Chief Traver's policy concerning traffic control was that the people who have been trained as DOT Certified Flaggers will handle that duty until the State Police respond to his request. Mr. Pruhenski added that Chief Traver has also been using West Stockbridge Police Officers for traffic control when needed.

Mr. Pilson asked the Board whether it wished to table approval of the new Constable Policy to the next meeting or adopt it as it stands at this time. In response to a comment by Mr. Hanson, Mr. Lisi reiterated that the DOT training as Certified DOT Flaggers is the only thing that qualifies the Constables as Public Safety Officers and that certification allows for only flashing amber lights on the vehicle, which is a recognized warning symbol. Mr. Lisi noted that the only issue that would require tabling the approval of this Policy for the next meeting would be the lack of specific language concerning the performance of election services by Constables. He would like to have that included in the Policy so that Constables can perform election services.

Mr. Pilson noted that the sentiment of the Board is that approval of the Constable Policy be tabled for the next meeting.

Town/Non-Profit Collaboration Request- Berkshire Horse Works: Mr. Pruhenski advised the Board that Ms. Hayley Sumner of Berkshire Horse Works was unable to be at this meeting as planned. Mr. Pilson deferred the item to the next meeting.

Planning Board Subdivision – Request for Comments: Mr. Pruhenski distributed copies of the packet received via email from the Planning Board. They are seeking any comments from the Board relative to the proposed subdivision on Richmond Pond for the Boys & Girls Club of the Berkshires to subdivide the lot located at 341 Boys Club Road. The subdivision would create a new lot of .70 acres on East Beach Road. Mr. Pilson reported that he had attended the meeting in which this issue was discussed. There is an existing house on the proposed new lot that is connected to the sewer and has road access. Discussion of who would pay for the sewer connection resulted in Mr. Manzolini proposing to return a comment to the Planning Board that the Board of Selectmen are in agreement with the subdivision of the property but would suggest that an opinion from Legal Counsel be obtained with regards to the issue of the new owner's responsibility for Sewer Betterment and other taxes. Mr. Manzolini further noted that he would like to have the Camp's two EDUs looked at as well. Mr. Lisi said that he was in the process of reviewing those issues.

Boating Sign – MASS Audubon/Tracy Brook Wildlife Sanctuary: Mr. Pruhenski provided an update of the issue of small boats on the lake and what Rick Prue, the Audubon Society's Property Manager's stance was on that. Mr. Prue advised Mr. Pruhenski that the Society does not currently have a policy concerning boats on that body of water and he plans to bring that issue to his Board. The Society does permit fishing in the lake and he would advise the Town as to his Board's position on whether they will allow small boats on that body of water. Mr. Manzolini asked that Mr. Prue be advised that a kayak was seen paddling out to the Blue Heron nest and observing it from a very close distance. He thought

some provision against that kind of intrusion should be part of their policy. Mr. Pruhenski advised that he had expressed to Mr. Prue the concerns voiced by the Board of Selectmen about boats on the lake and that they would like to see a "No Boating" sign installed on the lake.

Appointment Requests – Municipal Building Cte., Council on Aging and Cultural Council: Mr. Pruhenski was happy to be able to advise the Board that three appointment requests are before the Board for approval. Mr. Steven Murray had spoken to Sandra Flannery about joining the Richmond Cultural Council and has asked to be appointed to that committee. Mr. Manzolini moved that the appointment of Mr. Steven Murray to the Cultural Council be approved. He was seconded by Mr. Alan Hanson and the motion was carried by unanimous consent.

The next appointment is at the request of Ms. Pat Callahan, Chair of the Municipal Building Committee, who is asking that Mr. Brad Havil be approved. Mr. Pilson noted that Mr. Havil has recently moved into town with his wife and child and is studying Library Sciences. Mr. Pilson commended him to the Board. Mr. Pilson's recommendation was accepted as a motion to approve. The motion was seconded by Mr. Manzolini and passed by unanimous vote.

The last request was from Ms. Joanna Stengel who has spoken to Mr. Peter Cohen, the Chair of the Council on Aging Committee and both she and Mr. Cohen have asked to have her appointed. Mr. Manzolini moved that the Board approve the appointment of Ms. Joana Stengel to the Council on Aging Committee. The motion was seconded by Mr. Pilson and approved by unanimous consent.

Mr. Pruhenski also announced that there are two potential applicants to fill the Finance Committee vacancy. He will invite both applicants to attend the next meeting of the Board

Warrants for the September Primary Election: Mr. Pruhenski asked that all the Board members each sign all three copies so that they can be forwarded to the Town Clerk. The warrants were duly signed.

Rebates and Abatements: Mr. Pruhenski distributed the various documents that required signatures. The papers were signed as requested.

Mr. Fran Malnati brought an issue before the Board concerning two trees on Lenox Road, between 429 and the house next door that have sustained considerable damage from woodpeckers and need to be cut down. Mr. Pruhenski asked that Mr. Malnati email him that information so that he can take it to the Tree Warden and have the trees taken care of. If those trees are in contact with power lines, that would fall to EverSource to deal with.

Town Administrator's Contract – Discussion Only: Mr. Pruhenski noted that he is currently several months into the third year of his three-year contract and would like to meet with the Board in Executive Session within the next couple of months to begin contract negotiations. Mr. Pruhenski was advised by the Board members to schedule such a session and they will make themselves available.

School Projects and School Roof – Update: Mr. Pruhenski reminded the Board that they had asked him to investigate a leak in the roof that was mentioned at a previous meeting. He contacted Ms. Monica Zanin, the School Principal, to determine if she was aware of any unreported leaks in the roof. She

noted that since she has been at the school she was not aware of any problems with the roof. She did mention that there had been a small leak in the gym at one time that has been repaired. Since then, the annual roof inspection has been completed and some repairs were made to the membrane and some flashing. Roof inspections found some minor aging problems, but the report stated that the roof should hold up under the addition of the solar panels being installed. Mr. Pruhenski added that Solect, the company installing the panels, had advised that the solar panels would extend the life of the roof.

Mr. Beckwith reported that he was on the roof with the men doing the inspection. They found some problem with the gutters, which they will put on their schedule for repair. Mr. Beckwith and the inspectors will also work together on the lift so that there will be easy access to the unreachable sections for repair work. Mr. Lisi said that Mr. Beckwith should check with Salko Construction, the company that did the roofing and installed the gutters to see if there is a warranty for that work, which was done approximately two to three years ago. Mr. Beckwith will contact the company, advise them of the situation and inquire about any warranty.

Mr. Pruhenski moved on to other school projects underway at this time. The reflective window film project has gone out to bid. Three bids were submitted, and the contract was awarded to Mr. Kent out of Springfield. The project will be started early next week.

The solar-activated speed signs are installed, thanks to Mr. Beckwith and his crew. Mr. Manzolini reiterated his request that the signs be active only during school hours. Mr. Beckwith advised him that within the contract with the DOT, the signs are turned on at 7:00 AM and turned off at 3:00 PM. However, they continue to record traffic 24-7 so that there is a record of every car that goes past those signs and how fast they are going. Mr. Beckwith noted that during the first days of the signs being installed there were between 400 and 500 cars going in each direction. Of that number 96% were speeding. Mr. Beckwith explained that the new signs are now black on white, which means that the 30-mph speed limit is now enforceable and can result in speeding ticket for cars doing over 30 mph. Mr. Pilson asked Mr. Pruhenski to include in the next e-newsletter from Town Hall a notice that the legally enforceable speed limit in front of the school has been reduced from 40 to 30 mph. A discussion followed as to whether the 30-mph speed limit applied only to school hours or was it enforceable at all times. Mr. Beckwith will make inquiries to determine the answer to that question. Mr. Pruhenski will await that information before posting a warning in the newsletter.

The Solar project for the school. Mr. Pruhenski advised the Board that the engineer from the vendor, Solect, has been to the school to discuss staging areas. They are in the process of moving their crew from Simon's Rock to our school so there will be action on the school roof very soon. In response to Mr. Pilson's concern that work would be going on after school reopens, Mr. Pruhenski assured him that the work will be done on the roof and at the electrical panels in the building and should not cause any inconvenience.

BRPC Alternate Delegate Appointment: Mr. Pruhenski had no candidate in mind and noted that in the past this appointment had always been referred to the Planning Board. The Planning Board discussed the issue at their last meeting and voted not to appoint a Planning Board member. Therefore, a search

will need to be made for another member of a Board or Committee or a different Town resident willing to be our delegate to the Planning Commission. Mr. Pilson said that he thought the Board may have some ideas for a suitable candidate.

Open Space and Recreation Plan – Richmond Land Trust Response: Mr. Pruhenski distributed a response from the Richmond Land Trust. This is the second response received to the Board's request for updates on the work being accomplished. No action was required at this time, Mr. Pruhenski asked the Board to review the response. Mr. Pilson asked Mr. Pruhenski to advise the Board of any action or position he felt the Board should take regarding the Open Space and Recreation Plan.

Mail/Sign Warrants: Mail and warrants for signature were distributed. Warrants were duly signed.

Sewer Matters: No new matters were brought before the Board.

Town Administrator Updates: Mr. Pruhenski reported that the Town's 2017 Annual Report was submitted to the Massachusetts Municipal Association's Town Report Contest for towns under the 5,000-population category. Copies of the accompanying letter were distributed.

Mr. Manzolini noted that there is also a State contest for Town Websites. Mr. Pruhenski advised that, given the ongoing changes being made in our website, it would be best to wait until next year to submit an entry to that contest.

Mr. Pruhenski has invited Laura Brennan, our Marketing Director, to the September 12th meeting of the Board of Selectmen to update the Board on her marketing efforts, her website improvements, etc.

Rundown of the status of the DPW laborer position: The position has been advertised, ads were posted in *The Berkshire Eagle* as an article and a display ad over the weekend. It has been posted on FaceBook, on Monster.com and on our website. As of this date, nine applicants have responded. Review of applications will begin the Monday following the August 27th deadline. The selection process was the next question. Mr. Pruhenski advised the Board that of the nine applicants so far, both he and Mr. Beckwith have a conflict and, given those conflicts, he would like to ask the Board to step in and take over the selection process. A discussion ensued that resulted in the consensus that the Board would undertake reviewing the applications and interviewing the candidates if they could do so without identifying them by name. Mr. Pruhenski said that the names of the candidates will have no meaning for the Board members. The Board members agreed to take on this responsibility, with the input from Mr. Beckwith as to some of the applicants that are clearly not qualified so that the number of candidates is reduced from 12 to about 5 or so.

Selectmen's Matters: Mr. Manzolini raised the issue of comments on the website received from Mr. Rick Bell. Mr. Pruhenski advised the Board that he had responded to that email and explained that some of the suggestions made in Mr. Bell's email would require a much larger staff than a small town like Richmond is capable of having and the website is one very small piece of the work of the Town Hall staff. He did, however, forward that email to Laura Brennan, advising her that, while the Town cannot accomplish all the suggestions, he would like her to start trying to work her way down the list, which she has been doing and has been successful in accomplishing most of what he has asked for.

Approval of the Minutes of the July 24, 2018 (4:00 PM), August 1, 2018 (5:00 PM) and July 17, 2018 (Executive Session) Meetings: The Board having acknowledged that the minutes had been read previously and found to be correct, Mr. Manzolini moved that the minutes of the July 24, 2018, August 1, 2018 and July 17, 2018 be approved as revised. Mr. Pilson seconded the motion, which was carried by unanimous vote.

Next Meeting Dates: September 12th and September 26th, 2018.

There being no further business before the Board, Mr. Pilson called for a motion to adjourn. Mr. Manzolini moved that the meeting be adjourned. He was seconded by Mr. Pilson and the motion was adopted by unanimous vote. The meeting was adjourned at 7:52 PM.

Signed:

A handwritten signature in cursive script, appearing to read "Neal Pilson", is written over a horizontal line.

Mr. Neal Pilson, Chair