

Councilor LeBlanc asked Ms. Amaral to forward to him a list of open spaces that are not open to the public, and the reasons, in the winter so that he might be able to aid her efforts.

Councilor Ciolino thanked Ms. Amaral for her efforts.

Ms. Amaral said there is a lot more work to be done and that she looks forward to tackling it all. She said she wants to see recycling happen in the downtown. **Mayor Theken** added that Ms. Amaral is working closely with her office to get the recycling in the downtown and lauded her work on behalf of the city.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Patricia Amaral to the Open Space & Recreation Committee, TTE 02/14/18.

Traffic Commission

Robert Francis

TTE 02/14/18 (Cont'd from 04/06)

Mr. Francis, a long-standing member of the Traffic Commission, said that he wished to continue his tenure with the Commission. He noted he is a 32 year veteran of the Gloucester Fire Department. He said he's been on the Commission for at least two terms.

Councilor Ciolino noted that Mr. Francis started as a Commission alternate and has progressed through and done a good job.

Mayor Theken added that all the Commission's members are there for the city's residents. They work very hard to ensure the safety of the city, that traffic patterns work to make sure traffic flows properly. **Councilor Cox** noted traffic issues from Ward 2 and 3 are before the Commission most often, and said she appreciated Mr. Francis' unique and experienced view.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Robert Francis to the Traffic Commission, TTE 02/14/18.

2. *New Appointments:*

Conservation Commission

Michelle Cain

TTE 02/14/18

The Committee was in receipt of a memo from the Mayor informing them that Ms. Cain, due to work commitments, was unable to move forward with her appointment to the Conservation Commission at this time.

MOTION: On a motion by Councilor Ciolino, seconded by Councilor Stewart, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council accept the withdrawal by the Mayor to appoint Michelle Cain to the Conservation Commission.

Historical Commission

Michelle Bader Mustone (Alternate Member)

TTE 02/14/18

Ms. Mustone reviewed for the Committee her extensive background as an educator at Endicott College as an Associate Professor, and as a lawyer. She said she saw an ad in the newspaper for new members to the Commission and put her name forward. She said as a resident of Gloucester she has an abiding interest in the city's history and wished to serve on the Commission not only to preserve the city's history but to make historic areas accessible for businesses, residents and tourists alike.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint Michelle Bader Mustone to the Historical Commission (Alternate Member), TTE 02/14/18.

Clean Energy Commission

Robert Myers

TTE 02/14/17

Mr. Myers noted he has a background in the computer industry, and now retired he has the time to devote to the city as a volunteer. He said he has a great interest in the work of the Clean Energy Commission and that his background would make him an asset to the Commission. He said that there is a lot of conservation and energy that can be used, such as insulation use. He said the city has done some exemplary implementations for clean energy but

there is more that can be done. If there is any place that understands the commercial use of wind, it is Gloucester, he added.

Councilor Ciolino said that this Commission is well established and that Mr. Myers is joining a very hard working group of volunteers, to which **Mr. Myers** added his agreement.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint Robert Myers to the Clean Energy Commission, TTE 02/14/17.

Stage Fort Park Advisory Committee Marie Demick (Glou. Dog Park Rep.)

TTE 02/14/18

Ms. Demick, a founder and member of the Board of the Gloucester Dog Park has been asked to serve on this new Committee. She is a well-known proponent and founding member of the Gloucester Dog Park. It was noted that Ms. Demick is also an employee of the city in the Community Development Department, and so has an intimate knowledge of city processes necessary to support such a working committee.

Although Ms. Demick had been present prior to the Committee taking up her appointment and had to leave, the Committee determined it would put her name forward for appointment.

Councilor Ciolino said he had high expectations from the new Stage Fort Park Advisory Committee, as the premier city park, “never had a mother or a father.” Now the park has a nice group of volunteers to see to its needs. He reminded the Committee that the city’s 400th anniversary is in 2023 and that the park will be a centerpiece for the city’s celebration. It will be important that Stage Fort Park be ready for that, and this new Committee is key in that preparation. He offered whatever the Councilors can to do help them in their work to let them know.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint Marie Demick to the Stage Fort Park Advisory Committee (Gloucester Dog Park Representative), TTE 02/14/18.

Donna Polizzia (rep. for gardening/landscaping)

TTE 02/14/18

Ms. Polizzia highlighted her abiding interest in Stage Fort Park as a lifelong resident. She has been the president of the Civic Gardening Council which built and maintains the Elizabeth Gordon Smith Park at the beginning of the Lucy Davis Walkway at the park (also known as the “Rose Garden”). She said she would like to see the rest of Stage Fort Park maintained the way the Civic Gardening Council maintains the Rose Garden.

Councilor Ciolino highlighting Ms. Polizzia’s gardening expertise and mentioned the reconstruction of the Boulevard seawall, and asked she work with the SFPAC to coordinate efforts with the DPW for the continued gardening and landscaping efforts in the area of Stacy Boulevard and briefly discussed it with her.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint Donna Polizzia to the Stage Fort Park Advisory Committee (Gardening/Landscaping Representative), TTE 02/14/18.

David Dow (At Large)

TTE 02/14/18

Mr. Dow, a long-time resident and proponent of Stage Fort Park and the creation of the Advisory Committee said he was pleased to be able to participate on the newly formed Committee and looked forward to working towards the improvement and maintenance of the Park. He noted to the Committee it was he that brought the damage done to the park by the Cyclo-Cross event and the institution of the Stage Fort Park Revolving Fund by the Council. He discussed briefly with the Committee some of the on-going issues resulting from the Cyclo-Cross event and what could be done to ameliorate the issues resulting from that September event.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint David Dow to the Stage Fort Park Advisory Committee (At Large Representative), TTE 02/14/18.

3. *Appointment of James Destino as Chief Administrative Officer for one-year term to expire February 14, 2016 (following a 90-day temporary appointment)*

Mayor Theken said that she endorses Mr. Destino's appointment as Chief Administrative Officer. She recounted his experience as a former City Councilor as the Chair of Budget & Finance, and his years as a successful businessman in the community. While some may question Mr. Destino's lack of a degree or term served, she pointed out that in taking office in January of this year; she had no time to waste. She said she needed someone she could count on, who would move the city forward, who knew the community and bring reassurance and trust to it. She added that she looked for someone she could work with as a team player, not a micromanager, or someone who would take. She pointed out the improvement in staff morale during Mr. Destino's short tenure to date, and that there is a great team atmosphere being fostered which she attributed to Mr. Destino's leadership. She said that he works tirelessly on behalf of the city, and has proven himself over and over to the benefit of the city. She pointed out there is no 9 to 5 mentality with Mr. Destino who has been hands on, during the worst snow season in years, in developing a very difficult budget set to be released to the Council tomorrow evening. She said she believed Mr. Destino's appointment as Chief Administrative Officer should be moved forward, as he has proven himself.

Councilor Whynott said notwithstanding the job description requirements, he pointed out that this is one position that the Mayor should have anyone they see fit as they need someone who is loyal and supportive. He said while other appointees should require great scrutiny, with this position the Mayor should be able to choose whomever they want. He said he would support the appointment.

Councilor Ciolino recounted his experience in working with Mr. Destino when they both were members of the Council's Budget & Finance Committee, saying that Mr. Destino has always been very sharp with the city's finances. He said Mr. Destino has done a great job and lauded the Mayor's move to appoint Mr. Destino.

Councilor Stewart said he, too, would support Mr. Destino's appointment. He noted Mr. Destino has a lot of things on his resume other than the two or three things mentioned. The City Charter provision says other complimentary factors, or words to that affect, which Mr. Destino possesses, he said. He said he was pleased that Mr. Destino was the city's CAO and that the Mayor has seen fit to appoint him.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve the appointment of James Destino as Chief Administrative Officer, TTE 02/14/16.

4. *Memorandum from Harbormaster re: Waterways Board request to create a season pass for the Gloucester Harbor Launch for permitted mooring holders (Referred from the B&F Committee)*

Tony Gross, Waterways Board Chair explained that the Waterways Board, in an effort to up ridership on the city's launch is endorsing a season's pass for the launch, for a fee of \$100, and for the launch's range. He said the Board believes this would be a cost effective alternative for mooring holders, and encourage the utilization of the launch and act as a big service to the mooring holders. It was noted previously sent to the Committee a proposed rendering of the actual seasonal pass that would be issued to a city mooring holder upon paying the \$100 fee and would be encased in plastic. It was also noted that the pre-numbered passes will be tracked and assigned was confirmed by **Mr. Gross**. The pass is good for four passengers round trip per day, and if there were more than four to be transported from one vessel, **Mr. Gross** said that there would be individual payment for two adults at \$5 apiece one way and four people would be transported under the pass. Children, he noted, under 12 are transported for free. This launch only goes to harbor moorings and doesn't go beyond the Blynman Bridge, it was pointed out -- the Coast Guard restricts the launch to the harbor. **Mr. Gross**, in response to Councilor Ciolino, said that the docks which will be taken out because of the remediation of the water sheet by National Grid, they will return temporary docks and the Harbormaster's boat will be at either St. Peter's docks or Cripple Cove.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Chapter 10, Section 10-51(e) Fees by ADDING the following after the last sentence:

"A Season Pass for permitted mooring holders within the boundaries of the Gloucester Harbor Launch with a limit of four people will cost One Hundred Dollars (\$100)."

This matter will be advertised for public hearing.

5. *CC2015-006 (Fonvielle) Request O&A & Traffic Commission review existing parking restrictions in GCO Sections 22-270 & 22-291 for Kondelin Road from its intersection with Magnolia Avenue for its entire length and to review existing signage for consistency with GCO c. 22*

Councilor Fonvielle reviewed that the Traffic Commission took up his Order at their April 16 meeting and recommended the changes before the Committee to amend the Traffic Ordinances. He asked that this matter be continued as he'd like to meet with owners and business managers to be sure that this matter is fully vetted. He discussed that there are signs on the easterly side of the street that were not put up by the city, and that there are competing signs that have no city ordinance behind it.

Councilor Fonvielle said he was unable to attend the next meeting of the O&A Committee due to business commitments. **Councilor Cox** said she would speak with the business owners and report to the O&A Committee with Councilor Fonvielle's agreement in order to move the matter forward.

This matter is continued to May 18, 2015.

6. *Memorandum from General Counsel & pertinent material re: proposed Ordinance for the creation of the Stage Fort Dog Park Commission*

Councilor Whynott said that this matter is being continued as there is legal language still to be worked out for the ordinance amendment.

This matter is continued to June 1, 2015.

7. *Memorandum from General Counsel & pertinent material re: proposed changes to the Acts of 1956 relative to the Gloucester Fisheries Commission*

Mr. Payson said that before the Committee is a motion for approval so that the Council can vote to forward to the state legislature a request to amend the Acts of 1956 relative to the Gloucester Fisheries Commission and reviewed that: In early march the Gloucester Fisheries Commission sent a document to the Mayor's office asking that the enabling legislation of 1956 be amended. He noted the documents in the packet on file which showed the new drafted legislation and the statute and Acts as currently written with the most recent amendment dates attached to each section. He said that he took the document the Fisheries Commission had submitted to him and put it into appropriate legislative language.

He then reviewed the documentation with the Committee for the proposed changes:

Section 1: The word "original" was struck from the Acts as currently amended, as they didn't want the Commission's seal, which they are allowed to have, to be too close to the city seal and that it should be easily discernable. The language now will allow the members of the Commission to choose an official seal and to change it.

Section 2: This section had not been amended since 1956. The last line was a new addition, "Said Commission shall also participate in the promotion and marketing of all City of Gloucester seafood." This was added at the request of the Fisheries Commission.

Section 3: This section was amended multiple times, and has been changed in its entirety with the new language. It was pointed out that the Commission is now down from 13 members to 10 members, and who makes up the membership of the Commission has been changed also.

Councilor Discussion of Amended Sections:

Councilor Whynott commented that huge Committees are unwieldy, and said he was encouraged that the Commission is being reduced.

Councilor Stewart offered the suggestion that in the first line of Section 3 it should say, "...the Mayor or his or her designee..." **Mr. Payson** pointed out such a suggestion to add to the language would remove it from it being consistent with the rest of the Acts. He reminded the Councilors this was not an ordinance they were amending, but an Act of the State Legislature.

Councilor Stewart highlighted that the original language said the Chairman of the Commission shall be elected by a vote of the majority of the members present and voting and it now says nothing about the election of a Chairman and questioned as to how the Commission gets a Chair appointed. **Mr. Payson** said this is consistent with what the Fisheries Commission had asked and couldn't respond.

Councilor Verga, the Council's appointed representative to the Fisheries Commission, said that he assumed the Executive Director would be the Chair. He pointed out that when Councilor Theken became the Mayor, the Commission lost her as a member which brought to light how outdated the Acts were pursuant to the Commission. He recounted that he and the Mayor met with Rep. Ferrante and Sen. Tarr who suggested that the city give them something to work with reflecting what the Commission needs are now. **Mr. Payson** added that in Section 3A already in the Act, the Mayor, upon the recommendation of the Commission shall appoint an Executive Director.

Councilor Whynott expressed concern that there should be language that speaks to the need of a quorum present in order for meetings to be held and votes taken and be inserted where it says that the Chairman of the Commission shall be elected by a vote of the majority of the members present and voting in the original documentation.

Mr. Payson again reminded the Councilors that this is not an ordinance amendment but an amendment to state legislation, an Act; that the Gloucester Fisheries Commission gave a list of proposed changes and is what is before the Committee. The additions the Committee is suggesting didn't come from the Fisheries Commission, and asked the advice of the Chair, because the proposals of the Commission are not what the Fisheries Commission asked for.

Mayor Theken asked that the Committee put this forward to the Council to get this acknowledged by the state legislature, and said that then once acknowledged by the state legislature, the Council could come back and make an ordinance, but these changes are necessary to be legislated first. **Councilor Verga** said he also recommended that the Committee forward the Fisheries Commission recommendations as presented which is concise and updates the Commission more modern. **Councilor Stewart** confirmed that once the Acts have been updated the Council can enact an ordinance to fill in the gaps on matters such as the election of a Chair, for instance. **Mr. Payson** again reiterated that this document to request to update the Acts regarding the Fisheries Commission must be filed with the state legislature by either Sen. Tarr or Rep. Ferrante on behalf of the city and be passed and signed by the Governor. Councilor McGeary likened the process to a Home Rule Petition whereby the Council passes a request for a Home Rule Petition which is signed by the Mayor and then sent to the city's state legislators for filing with the state legislature for enactment. As a result, he said, they could amend the language before it is submitted, but it is a question of whether it should be amended or not by right. **Mr. Destino** said to Mr. Payson's point, if they wanted to amend the language, the Fisheries Commission should be consulted and may wish to weigh in on the Councilors' suggested changes.

Councilor Stewart expressed concern about eliminating the residency requirement--that by leaving it out it could be interpreted that by the legislature passing it as it stands; the legislature wants members from outside the city to be members by virtue of not having a residency requirement maintained in the legislative language. He said a residency requirement could be helpful. **Councilor Verga** said he speculated it was done at the request of the city, not that the legislature. **Mayor Theken** recounted when she was a member in the past that there were issues with commercial boat owners who docked in the city, but weren't residents of the city who were expressing concern over some changes with shore side facilities but weren't represented. It had been changed that a member had to be a resident of the city, as with all boards, committees and commissions in the city. Councilor Stewart then expressed concern that the city would be in violation of a state statute about residency if the specific statute is eliminated should the city institute in its ordinances a residency requirement for membership. **Mayor Theken** said that some suggestions could be made to the Fisheries Commission and that the matter could be continued to get its feedback.

Councilor Verga summarized that there could be a communication at the next Fisheries Commission through him as the Council's liaison on the following points: The election of a chair; a quorum being present necessary for a meeting and votes; a 10 member Commission being an even number of members could create a tie in a vote -- that an odd number would be preferred, and the residency requirement matter which Councilor Stewart noted in the original Act language. **Councilor Stewart** said he agreed the possible changes should be vetted by the Fisheries Commission.

This matter is continued to July 20, 2015.

8. *CC2015-010 (Verga) Request P&D Committee review the Special Event Advisory Committee & Amend GCO Chapter 11 "Hawkers, Peddlers & Transient Vendors" (Also referred to P&D Committee)*

Councilor Verga said his Council Order before the Committee is an effort to remove at least one step in the process for event permitting in the city which constitutes a compromise of the Council by allowing the P&D Committee to be the final stop in the permitting process after the Special Events Advisory Committee has reviewed the event. He said the Special Events Advisory Committee comprised of key city staff has worked exceptionally well since its inception. He pointed out that it is a redundancy to move an event permit all the way to the City

Council. He said based on his and the P&D Committee's experience the event permitting process is a smooth one, and that by ending it at the P&D Committee it will work well. He added that if there is a big issue surrounding the event, it is always at the discretion of the P&D Committee to move it to Council for further discussion and vote.

Councilor LeBlanc said he endorsed the Ordinance changes. P&D can debate and change what is needed for additional work on permitting a particular event with the At Large and Ward Councilors involved if need be, he added.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Advisory Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend the title of GCO Chapter 11, "Hawkers, Peddlers, and Transient Vendors" by DELETING the entire title and ADDING a new title, "Hawkers, Peddlers, Transient Vendors and Special Events."

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend Chapter 11, Section 1 "Definitions" by ADDING a new definition as follows:

"Special Event means an event that is open to the general public which may be held on public or private property, including city streets and may feature entertainment, amusements, food and beverages. The event may be classified as a road race, bike ride, bike race, parade, walkathon or festival."

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend Chapter 11 by ADDING a new Section 11-10(f) as follows:

"Notwithstanding subsections (d) and (e) there shall be a Special Event Advisory Committee comprised of the following city staff: the City Clerk, the Building Inspector, the Assistant Department of Public Works Director, the Assistant Chief of Police, the Assistant Fire Chief, the Emergency Medical Services Director, the Health Department Food Inspector, the Harbormaster and the Community Development Tourism Manager. The Committee shall review all Special Events applications and shall assist applicants with any necessary approvals including approvals by the City Council as referenced in Section 11-10(a)(5). If City Council approval is needed, the application shall be referred directly to the Planning & Development Committee who shall have the authority to approve the Special Event permit. The Special Event Advisory Committee shall meet monthly and shall post notices of its meetings.

These matters will be advertised for public hearing.

9. *CC2014-014 (Fonvielle/Ciolino) Amend GCO Sec. 2-556 "Tenure, composition, requirements re: Magnolia Woods Oversight & Advisory Committee*

Councilor Fonvielle said that the Magnolia Woods Oversight & Advisory Commission (MWOAC) has not met in some time which has been caused by an inability to obtain a quorum. The Ordinance as currently written is very specific of who is represented on the Commission, and the idea is to loosen the requirement a bit in order for a larger pool of eligible residents be made available in order to fill open slots on the Committee, he pointed out.

Councilor Ciolino added that this came to light during the reappointment of Dean Sidell to the MWOAC who advised O&A of this issue.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend Chapter 2, Section 2-556 "Tenure, composition requirements" by DELETING Subsection (b) in its entirety and ADD a new Subsection (b) as follows:

"(b)The successors to these initial appointees shall serve for a term of three years. Five (5) appointed members shall be selected from the Magnolia community at large provided that these members shall be registered voters in Ward 5 of the city. One of these five (5) appointed members shall be from a neighborhood abutting the Magnolia Woods. For the remaining four members, preference shall be given to members of organizations that utilize the facilities of Magnolia Woods including, but not limited to, the

Fisherman Youth Soccer Association, the Cape Ann Youth Lacrosse Association, the Cape Ann Model Airplane Flying Association, and the Magnolia Bike Club. In addition, a sixth member may be a representative from the city at large, provided that this member will be a registered voter of the city.”

This matter will be advertised for public hearing.

10. CC2015-015 (Cox) Amend GCO c. 2, Division 10 “Committee for the Arts” Sec. 2-508-Created, subsection (b)

Councilor Cox asked that this matter be continued to May 18.

This matter will be continued to May 18, 2015.

Councilor Fonvielle left the meeting at 7:09 p.m.

11. CC2015-016 (Cox) Request Traffic Commission review area of the stairs (top & bottom) at Herrick Court & make their recommendation to the Ordinances & Administration Committee on whether the GCO Sec. 22-270 “Prohibited parking at all times” be amended accordingly

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council to Amend GCO Sec. 22-270 “Parking prohibited at all times” by ADDING as follows:

Herrick Court (Friend Street side), for a distance of fifteen feet from the top of the stairs, in a northerly direction.”

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council to Amend GCO Sec. 22-291 “Tow-away zones” by ADDING as follows:

Herrick Court (Friend Street side), for a distance of fifteen feet from the top of the stairs, in a northerly direction.”

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council to Amend GCO Sec. 22-292 “Fire Lane” by ADDING as follows:

“Herrick Court, both sides, from its intersection with Main Street in a northerly direction for a distance of 100 feet (to the bottom of the stairs).”

These matters will be advertised for public hearing.

12. CC2015-017 (LeBlanc) Amend GCO Sec. 22-280 “Fifteen-minute parking” for Maplewood Avenue, easterly side in order to install a handicapped parking sign for a newly created handicapped parking space at 89 Maplewood Avenue

Councilor LeBlanc said at the April 16 Traffic Commission meeting with the permitting of a handicap parking space at 89 Maplewood Avenue, it became apparent that there was an ordinance under Sec. 22-280 “Fifteen-minute parking” that would need to be removed, as there used to be a storefront there, in order to erect the signage for the handicap parking space needed at that location.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council to Amend GCO Sec. 22-280 “Fifteen-minute parking” by DELETING as follows:

“Maplewood Avenue, easterly side in a northerly direction from a point 154’ from Derby Street for a distance of 62’ between the hours of 9:00 a.m. to 9:00 p.m. on Fridays and between 9:00 a.m. and 5:30 p.m. on other weekdays.”

This matter will be advertised for public hearing.

A motion was made, seconded and voted unanimously to adjourn the meeting at 7:13 p.m.

Respectfully submitted,

**Dana C. Jorgenson
Clerk of Committees**

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.