Call to Order/Pledge of Allegiance

Co-Chairman Tom Harbinson called the April meeting of the Conservation Commission (CC) to order at 7:08 p.m. in Room 303, Shelton City Hall. The Pledge of Allegiance was recited.

Attending: Co-Chair Tom Harbinson, Commissioners Ed McCreery, Jim Tate, Joe Welsh, Bill Dyer, Conservation Agent Teresa Gallagher.

Not Attending: Co-Chair Harriet Wilber, Commissioner Hank Lauriat.

Public Speaking on record:
Jason Perillo - PZC Downtown Sub-committee on upper Canal Street, and Project Safe Trails.
Ann & Barry Weiss, Americo Gloria, Tracy Lewis – lot line revision
Co-Chair Harbinson changed the agenda by letting Mr. Jason Perillo (had a separate meeting scheduled to attend) speak about the Safe Trails Program and the Downtown Committee’s Plan for the Upper Canal Street.
Public Portion

Mr. Jason Perillo, Chief of Emergency Medical Services in Shelton, spoke on Operation Safe Trails. He stated for public safety, the fire department and the EMS would need someone with a phone on a trail because the public safety personnel need to know where the person or group is located if they need help. There needs to be an indicator, such as a color and number on the trail, for example 10 yellow, to tell the police dispatcher where the individuals would be on the trail and with the aid of a map and GPS co-ordinates they could be found. Jason Perillo informed the Conservation Agent how it could be done.

The more indicators placed on different locations and different lengths on each of the trails would be the best help to find someone in need.

Gator access is easy to identify and can be found in two minutes on Operation Safe Trails. Co-Chair Harbinson stated the Trail Committee’s gator has a back board on it and is a solid axle vehicle which limits some areas it can get to. Co-Chair Harbinson asked are there any improvements they could make on the trails or make note of the access points if you’re at this location and is it better for EMS to come from a specific side. Jason answered if you have advice as to how to access each point and a map to identify each location with a list of each location, and you’re at an access point, for example, yellow 25, there would be no problem.

Commissioner Dyer stated he has a Boy Scout who has an interest in identifying each location for an Eagle Scout project.

The Commission discussed marking the trails.

Review of P&Z Applications for Subdivisions and/or Development

Upper Canal Street Master Plan

In addition, since Jason is involved with the Downtown Planning and Zoning, Co-Chair Harbinson suggested to look at the map for the Canal Street Development and would like Jason to comment on it.

A meeting was held in May of this year attended by the Historical Society, PZC, IWC, ECDC, and the CC to hear the presentation by Mr. Guedes of Primrose Development and to encourage comments on the Upper Canal Street Master Plan.

Jason Perillo, Planning and Zoning Commission and Chairman of the Downtown Subcommittee, stated since the Downtown Redevelopment is a big project, they wanted everyone’s input to make changes or raise concerns with the developer.

Co-Chair Harbinson mentioned Commission Lauriat sent him an E-Mail stating he was concerned about the canals on Canal Street to be filled in, and it would be a nice feature if the canal was an open water body. Commissioner McCreery stated it would be a missed opportunity to fill this canal with parking spaces. It is such a unique component that even if it is made only half of its current width, it would be such an attribute to the uniqueness of combining it with its historical character and with the buildings being renovated, as the likes of San Antonio. What a missed opportunity it would be to fill it in for parking spaces. Commissioner McCreery added his comment, save the canal and restore it.
Co-Chair Harbinson stated if the Riverwalk went along the canal and continued to Indian Wells, it would have been a great feature bringing people closer into the downtown to have an ice cream or to shop. In addition, the success of the Shelton Riverwalk on the other side of Bridge Street has drawn people to make a "walking loop" and not just a linear stroll, as walking up and back. He didn’t know what the looping potential of the sidewalks on the Canal Street would be, if there was a regard for it when considering the safety road straightening issue.

The Commission and Jason Perillo discussed components of the map of the Upper Canal Street Master Plan which would include the Watts River Tower, Housatonic River Lofts, Riverview Square, The Wharf Town Houses, River Breeze, The Radcliffe Park, and The Birmingham on the River.

The Commission recommended keeping its comments open, and Jason Perillo left the meeting.

**Approval of Minutes of March 8, 2006**

Co-Chair Harbinson apologized and E-Mailed everyone the June CC minutes today; he thought he had forwarded them to everyone when he usually sends them out. He gave the Commissioners time in the meeting to review the minutes.

At 8:56 p.m. Co-Chair Harbinson entertained a motion to approve the minutes of June 7, 2006. Commissioner McCreery moved the motion. Seconded by Commissioner Dyer. All voted in favor; motion passed.

**Review of P&Z Applications for Subdivisions and/or Development (continued)**

**124 Mohegan Road**

(Ann Weiss, previous 2 lot subdivision, Willow Estates, asking for alteration to pedestrian easement)

Tracy Lewis, surveyor, presented a map of Willow Estates on Mohegan road. He explained the property is owned by Americo Gloria and was a 2-Lot subdivision of two rear lots. Mr. Gloria has his house on lot 1 and wants his daughter to build a house on lot 2. Since Mr. Lewis designed the site plan for lot 1, he was asked to do the site plan for lot 2. When the subdivision was approved, there was an open space dedication in the rear of the property. At that time Boehm Ponds Woods was not developed and the frontage was originally Boehm. It was going to be an open space that would be landlocked. A pedestrian easement was provided from Mohegan Road to the center of the property line to the rear of the open space dedication, which is 1300 feet in length.

Mr. Lewis stated they would like the Commission to move the property line and relocate the pedestrian easement. On the map he pointed out the property line and the open space. Additional wetlands were found which becomes a water course that overflows. They tried to maintain a 50 foot setback from that water course and found a pinch where the house would be sitting. He stated the lot does not work and said if there was no pedestrian easement, a lot line revision could be done and simply brought to PZC. In this case, a recommendation from the Conservation Commission is needed to relocate the pedestrian easement. The next move would be the Board of Aldermen.
He stated they would like the Commission to eliminate the pedestrian easement altogether and would offer an additional 50 foot conservation easement along the open space in the back. He added, now the Commission has access to the new open space from the Boehm Pond Woods new subdivision and showed a map regarding the Commission's access to the new open space and various points of access of surrounding property.

Commissioner Tate asked what the square footage of the existing conservation easement is. Mr. Lewis answered it is about 26,000 square feet, about one half acre. The Commission asked since this are oversize lots, is there a reason why this can't be open space in fee as opposed to an easement. Mr. Lewis answered it is up to Mr. Gloria and it is what he desires at this point. The Commission stated this could be in fee if it was not impacting a septic field, a setback, or a minimum lot size requirement. The Commission would rather it to be a fee in lieu of. The Commission, Mr. Lewis and Mr. Gloria discussed the property.

At 7:44 p.m. the Commissioner McCreery made a motion to send a letter to the Planning and Zoning Commission and to the Board of Aldermen as follows:

The Commission accepts the application of the lot line revision of lots 1 and 2 to the pedestrian easement for Willow Estates located on Mohegan Road because the open space grant in conjunction with that subdivision now abuts open space acquired by the City as part of the Boehm Ponds Woods subdivision which has other access points, but because the proposed conservation easement is lesser square footage than the access way that would be abandoned because of the topography layout of the land, the Commission recommends to the City require that the proposed conservation easement area be granted to the City in fee in consideration of the proposed abandonment of the right of way. As an alternative the Commission would recommend that the City at least require that the conservation easement carry the equal square footage as the access way that is being abandoned.

Again, the Commission would note its preference for the land be paid to the City in fee to ensure its protection in perpetuity.

Seconded by Commissioner Tate. All voted in favor; motion passed.

Guests, Tracy Lewis, Americo Gloria and Ann and Barry Weiss left the meeting.

**Walnut Avenue Extension PZC #06-37**

Co-Chair Harbinson stated it is a Planning and Zoning application #06-37 which is in regard to a 3 lot subdivision of the area known as the Germanian Club on Walnut Avenue Extension. It is located near the Highland Golf Course in back of the property and is near the Mas property.

Someone purchased the property from the Germanian Club and would like a 3 lot subdivision. It was previously rejected by the Commission for open space. The Commission said it would be nice for an athletic or an archery club. It is an R1 Zone and is meeting all the regulations with the 3 lots.

One lot has the street frontage and two rear lots with significant wetlands are in back of lot 1 and lot 2. There is no open space dedication and no open space abuts it. The wetlands are already protected. The applicant is asking for fee in lieu of.

At 7:50 p.m. Commissioner McCreery moved to recommend that the Planning and Zoning Commission accept a fee in lieu of open space for the proposed site development plan.
application #06-37, the property is located at 86 Walnut Avenue Extension. Commissioner Tate seconded the motion. All voted in favor; motion passed.

At 7:52 Commissioner Welsh came into the meeting.

**Conservation Agent Report**

Conservation Agent Gallagher reported as follows:

*Project Safe Trails*

- Gates – Agent Gallagher received 3 quotes for gates. Each had a different price. The Trails Committee discussed the gates. The more expensive is better made (heavier construction). The gates are not exactly the same because the specifications were not concise. Commissioner Tate asked did the Trails Committee make a recommendation. Agent Gallagher answered, no, she had asked them to do that. Commissioner Dyer, Chairman of the Trails Committee said it was just received. Agent Gallagher said the more expensive one looks more solid. She stated the least expensive one was $1,290 per gate, the middle one was $2,169, and the highest one was $2,895.

Commissioner Tate stated he would like to explore using the cheapest gate of $1,290 because the Commission can buy one of them and if it works, the Commission will use that as a standard. The Commission discussed the gates. Agent Gallagher will have the Trails Committee engineers look at the specifications.

- Signs – Agent Gallagher presented a design she designed for the City of Shelton Open Space signage.

- Mapping – Guest, Jason Perillo, reported on mapping regarding the Safe Trails Program in the Public Portion.

- Agent Gallagher and Co-Chair Harbinson had a meeting today with Shelton Police Captain Madden, Shelton Police Chief Hurliman, Shelton Police Sergeant O'Connell and Marybeth Banks of the Land Trust. Commissioner Welsh could not attend the meeting regarding ATV's and dirt bikes. Co-Chair Harbinson stated due to statutorily limitations, the police cannot engage in pursuit of someone riding an ATV. The Commission will gather information to document where the ATV's come from by taking photos when the Commission sees damage and when the ATV's are on the open space or Land Trust property at the time because it will aid the police to enforce ordinances and statutes. Captain Madden suggested to send letters to homeowners where there is ATV activity inviting them to a meeting of Conservation Commission members and the police to talk about ATV problem. In addition, the DEP will put an article in the newspaper to make a coordinated effort to dissuade the public from using the ATV's. The Commission discussed the use of ATV's.

*Far Mill River Water Quality Study*

- Received data from the DEP regarding samples they took in 1996. The results were very different at that time and what was taken now in 2006. The quality has degraded. Agent Gallagher said that could possibly be when the samples were taken or due to them being taken with a different set of volunteers. She took the samples herself and found a lot of midge fly larva, a pollution-tolerant class of organisms, in the water. She thought possibly the variance was from the flooding rains in October 2005. The Commission suggested the DEP test the water when the conditions are better. The Commission will keep an ongoing surveillance of the river.
Commissioner McCreeery suggested inquiring from the HVA about a grant application opportunity from the GE settlement which the City could pursue to study the water quality of the Far Mill River.

**Open Space Plan Update**

- Received the electronic form of the Open Space Plan from Dave Zamba. It is mostly the Year 1993 plan. She is starting to work on it.
- Agent Gallagher presented a map of the Open Space & City Owned Land, City of Shelton, and highlighted two proposed greenway additions to the Open Space. She said one is Ivy Brook pointing out the flow of the watercourse to the Housatonic River, the other runs along Long Hill School. Chairman Harbinson pointed out that the Commission already has been targeting acquiring property over several years in the Long Hill area to establish a greenway link between the greenways of Far Mill and Housatonic Rivers, but that the open space plan has not been formally updated to reflect that. The properties of Carroll, Behuniak, Klapic, Tall, open space from subdivision of the property at Miles View, Waterview Landing and Nature’s Way: all along Old Coram Rd, the conservation easements on lots from the extension of Stowe Drive, and the Land Trust property behind the Taylor/Theile house all contribute to a greenway that the Commission is trying to accomplish. This is a greenway connection by way of the Wells property from Healthnet to the Housatonic River. Agent Gallagher showed a video of herself walking the Ivy Brook trail. Suresource, Ivy Brook Professional Park, is the start of the second proposed greenway. She pointed out the trail she took to mark the terrain and showed a video of herself walking the trail. The Commission agreed to add these two greenways.
- Agent Gallagher would like to add Farm Districts, such as the White Hills farm district, to the plan. Co-Chair Harbinson said it is important to buy the open space, but also it is important to keep it farming. The City of Shelton has many agricultural properties and asked how they can be ensured to keep going under City ownership. He will find out if there are any programs that help cities to help identify the soil types, such as those more beneficial for specific types of vegetables versus grass or hay as is simply done now. He has asked Terry Jones, former Chairman of the Conservation Commission, if there were any grass types that would withstand parking of autos if for example there was a Boy Scout Jamboree and yet fulfill an agricultural use. Mr. Jones will look into the matter. In addition, the State of Connecticut Department of Agriculture has a new grant program that municipals can apply to do these particular studies.
- Agent Gallagher would like to restructure the Open Space Plan so the goals and objectives will become the backbone of the Plan and would like feedback from the Commission. They are as follows:
  - Increase the amount of permanently preserved Public Open Space to fifteen percent of the total land area in Shelton.
  - Enhance existing greenways along Means Brook, the Farmill River, the Housatonic River, and the Shelton Lakes area, and create new greenways along Ivy Brook and in the Long Hill area.
  - Preserve agricultural lands and the viability of such lands.
  - Identify and protect unique or scenic natural resources such as waterfalls, rock formations and ridge tops.
  - Identify and protect historical features such as colonial roads, stone walls, mill ruins and Native American sites.
  - Provide for current and future recreational needs such as walking and biking by improving and expanding the existing trail system.
  - Increase public awareness of and accessibility to Public Open Space.
  - Monitor and enhance water quality of major water bodies long our greenways, such as, the Farmill River and Means Brook.
The Commission discussed various recreation places, such as water parks, golf courses, versus passive recreation trails.

- Agent Gallagher would like to change the “no count” (NC) and “disposable” labels. She asked if the NC could be changed to “not classified”, and the disposable be changed to “discretionary”. Co-Chair Harbinson answered, yes, the terms can be changed in an update. Commissioner Tate said disposable properties were less than an acre and were in areas that had no linkage to any other. Some of them did not have title and were not clear as to who owned them. That determined them to be disposable. She will keep the NC initials because they are on all maps. She will talk to Co-Chair Wilber about the disposable category.

Other
- Agent Gallagher talked to Tracy Lewis regarding monuments in open space.
  - She stated in typical towns the corners are pinned.
  - Town of Monroe - The corners are also pinned and started to install plastic posts near the corners with open space signs on top, instead of nailing them on a tree.
  - Town of Trumbull – Requires concrete markers on major corners, but they have to be upside down and painted green. It cost $100 to install a pin. A concrete monument is $200
  - Tracy Lewis noted that whatever the City of Shelton decides, the Subdivision Regulations should be updated to reflect that.

She preferred the idea of putting pins on most of lines, but in some cases using the concrete monuments, depending on the situation. She added the pins are hard to find in the field of real world conditions.

Communications
Co-Chair Harbinson reported that communications received are as follows:
- A report from Iroquois which highlighted the Shelton Conservation Trust.
- CAEWAC Habitat Newsletter
- Connecticut Audubon Society Newsletter
- Shelton History Center Notice, regarding an industrial collection development and collecting manufactured products.
- American Farmland Trust would like a donation.
- Nature Conservancy would like a donation.
- American Farmland Trust Newsletter regarding celebration in Saratoga Springs, NY
- Public Hearing on Department Environmental Protection Regulations concerning conduct of Forest Practitioners
- Shelton Police Department Notice regarding their Annual Crime Prevention Picnic, Saturday, July 29th.
- Planning and Zoning Commission Quarterly Report
- CAEWAC membership application

Trails Report
Commissioner Dyer reported that:
- Received design calculations for the Silent Water Bridge.
- Received the drawings for the bridge and in the process of choosing those. The goal is to get the bridge delivered in late September.
• Received the abutment designs, but they did not come out as they had asked for. Since they are raised, they will be slightly modified, although the Trails Committee does not want it raised. They are now getting the posts.
• Expects to meet with the fence people and Dean Cawthra of Parks and Recreation because the stubs have to be cleared off the dam before the fence can be installed.
• Asked Commissioner Dyer what he found out in removing the invasive species in relation to the Leaf Grant. Commissioner Dyer stated nothing has been done, yet. He is working on it and may have to find someone else to do it.
• Obtained the Wetlands Permit for the invasive species, but do not have a Wetlands Permit for the boardwalk. Because of that, the Trails Committee will not be ready for the meeting tomorrow night. They are coordinating everything with John Cook, Inlands Wetlands Administrator. It will be a 100 foot boardwalk with a curve in it. Commissioner Dyer and Commissioner Tate discussed a diagram of the boardwalk.
• He asked Commissioner Welsh, president of the Land Trust, to sign a joint application with the Trails Committee, the Land Trust property, and the City of Shelton in regard to each of their properties.
• Walked the trail from Lane Street to the power lines with Jim Swift, engineer, yesterday. He has agreed to put the wetlands plan together for that section of the trail. Because the three bridges are already in place, this is for the rest of the trail. There are a few places that are culverts, but they will be covered with gravel. There is no immediate need because there is no manner of means to do the work. The Trails Committee still has the $60,000 for the work and is still planning on the best way to spend it.
• Working on Eagle Scout projects. Commissioner Dyer will write a letter and fill out an application for Boy Scout Spencer Tate regarding the bridge he made for his Eagle Scout project.
• Had a meeting with Mayor Lauretti and gave him the Trail Committee’s schedule on building the bridge.
• Scheduled a work party on July 22 and would like the members to meet at Grace Lane to connect the trail to Old Kings Highway in Open Space OS-62.

Open Space Committee Report

Funding to Open Space Trust Account, Ordinance Proposal

Co-Chair Harbinson mentioned the newspaper account regarding the Aldermen passing motion of effectively running the Tall Farm bonding money through the Open Space Trust Account saying they met the intent of the ordinance. Co-Chair Harbinson stated he does not agree with that concept. He stated the Board of Aldermen did not budget a dollar amount into the Open Space Trust Account for the fiscal year 06-07. It had not been funded fully according to the existing ordinance for several years. According to the Finance Department and Counsel, to satisfy the intent of the ordinance, this action was to say the money that was bonded for the Tall Farm acquisition was also an input through the line item of the Open Space Account. The Expenditure to the Tall Farm Acquisition was also expenditure from the Open space Account.

The Commission is being asked how this new ordinance should be worked and how much should be funded into the line item each year to the Open Space Fund Account.

The Commission stated the $50,000 a year to be funded is inadequate and thought $250,000 a year was something of substance if emergencies purchases came up for specific properties. The Commission then has the opportunity to move on it and take advantage of it and not go through a bonding process because new administrations might not want to go through a bonding process, or yearly bonding capacities had been met. The towns that preserve themselves have a “war chest”. The amount of $50,000 is not enough for a “war chest” to purchase property.
The Commission discussed the dollar amount to be funded.

The Commission stated the $50,000 is a legitimate amount of money to make that fund a viable account and then should be called an Expense Fund to pay for expenses of making things happen, but it is not a legitimate open space fund where land purchases can be made from it. It is a misnomer to have a legitimate open space account that can be funded on $50,000 a year.

The amount of $250,000 is the starting point and should be voiced.

At 9:29 p.m. Commissioner McCreery made a motion for a letter to be sent to state the Commission feels the $50,000 is not a legitimate open space contribution in order to facilitate potential purchases of property instead it becomes a fund just for expenses. Funding the account in that low amount really makes it a misnomer to the Open Space Account and the Commission previously recommended it still feels the City should show its commitment to open space purchases by not reducing an annual contribution to the Open Space Fund below $250,000 and that proposed be funded of $250,000 on a yearly basis even with development fees that may be added to it is a reasonably low level for a City that previously that should a strong commitment to the purchase of open space.

Commissioner McCreery will E-Mail the letter to Co-Chair Harbinson and the Commissioners.

Seconded by Commissioner Tate; All voted in favor; motion passed.

The Commission discussed how the money could be spent, under the proposed ordinance.

Co-Chair Harbinson stated one of the components of this was combining the Open Space Committee into the Conservation Commission which would require the Conservation Commission to take over the responsibilities of the Open Space Committee. He asked if there were any comments on that because it is a major component.

The Commission stated it is a decent idea because the Commission is doing it already and had just talked about the Open Space Plan tonight.

Co-Chair Harbinson has to notify Bridget Plucienik, clerk for the Board of Aldermen, of the Commission’s decision on the matter because she must put in the legal requirements for a posting for a public hearing.

Fee-in-lieu of payments from P&Z applications

None received that we are aware of.

Co-Chair Harbinson stated he would like a letter sent to the Planning and Zoning Commission stating when they accept fee in lieu of open space land for multi-lot subdivisions that they request that the fee be made in a lump sum up front rather than as they sell the lots. The letter should encourage them to request up front payment rather than pro-rata. This will help monitor and project proper balances in the open space trust account.

Commissioner McCreery said yes, the PZC staff can be encouraged to write the check up front, but the developer has the right by statute to pay it per lot. Many developers do not object to the request and write the check on the day they got their approval.

At 9:36 p.m. Commissioner Dyer made a motion to send a letter to the Planning and Zoning Commission that they strongly encourage the payment of fee in lieu of at the approval of the entire project rather than pro-rata lot basis for multi lot subdivisions.
Commissioner McCreery seconded the motion. All voted in favor; motion passed.

Zoning Regulations

Clear-Cutting of parcels
Commissioner McCreery sent the Ordinance Establishing Tree Preservation Regulations to Atty. Thomas Welch, Counsel for the City of Shelton, to look it over before it is sent to the Board of Aldermen. He has not had a response from Atty. Welch as yet.

Disposal of City Lands < 1 acres
Anita Shortell, the CC clerk, showed Co-Chair Harbinson a letter which was previously sent to the Board of Aldermen by the Commission regarding the disposal of City lands under an acre.

In addition, the Connecticut Post recently had an article regarding the Whoville property, which was less than an acre. The Board of Aldermen asked the Commission for its opinion on the matter, and the Commission is pleased they are following the suggested letter.

Plan Update Advisory Committee

Implementation Schedule
Chairman Harbinson reported that the PZC adopted the Plan of Conservation Development last night, and there were minor changes with the Transportation Plan with some re characterization for the future land use plan for several small areas to be incorporated based on suggestions from the Valley Council of Government and the DEP. Some key things from that will be a collector road, from Buddington Road down to the intersection where Long Hill Cross Roads comes to Bridgeport Avenue which will facilitate the proper development of that property. A road will also bisect the Wells Hollow property following along the power lines from Bridgeport Avenue to Wells Hollow Road.

The changes were approved and will be put into the document. The effective date for new applications to follow the plan will be July 31, 2006 at 8 a.m. The Implementation Schedule is the important thing to the plan update and a good portion of it deals with conservation.

The Commission praised Co-Chair Harbinson and Commissioner Tate for putting countless hours into the Plan of Conservation Development with great results.

The Commission discussed the Aspen Ridge Condominiums as an example of how the new PoCD would have affected it in an application.

Quality of Life – Executive Session
At 9:45 p.m. Co-Chair Harbinson entertained a motion to go into executive session for the purpose of discussing the 2nd 2006 Application to Shelton Farm & Forest Protection Program, potential candidates for the DEP Land Acquisition Grant for 2007, 3 separate parcels that would append to existing Greenways, and the purchase development rights for Jones Family Farm last so Commissioner McCreery can recuse himself. Commissioner Tate moved the motion. Commissioner Dyer seconded the motion. The machine was turned off.

At 10:10 p.m. Co-Chair Harbinson entertained a motion to come out of executive session back into executive session. Commissioner Tate moved the motion. Seconded by Commissioner Dyer. All voted in favor; motion passed. The machine was turned on.
The Commission discussed some properties for potential acquisition in the future and some conceptual costs for budgeting purposes. Co-Chair Harbinson will be talking to the Board of Aldermen at the Board of Aldermen’s meeting tomorrow night regarding one of the properties that was discussed.

Comments by Members

Commissioner Dyer mentioned he heard that there is a problem with the open space at the Vista at White Hills subdivision by Toll Brothers (formerly Wabuda farm) by seriously encroaching on it or not protecting it as it is supposed to be. Agent Gallagher will investigate.

Co-Chair Harbinson described the open space access at The Vista at White Hills subdivision. The Commission stated Toll Brothers does have a history with us by not properly marking the open space.

At 10:13 p.m. Co-Chair entertained a motion to approve the expenditure of funds for tape recording equipment. Commissioner Tate moved the motion. Commissioner Dyer seconded the motion. All voted in favor; motion passed.

Adjournment

At 10:15 p.m. Commissioner Tate made a motion to adjourn. Motion seconded by Commissioner Dyer. All voted in favor; meeting adjourned.

Minutes prepared by Anita Shortell, clerk
Reviewed by Thomas Harbinson, chair