

November 17, 2020

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**APPROVED MINUTES**  
**VERNON TOWN COUNCIL**  
**VIRTUAL REGULAR MEETING**

TELECONFERENCE CALL IN NUMBER: 1-929-205-6099

MEETING ID: 825 1032 3117 PASSWORD: 1117

**TUESDAY, NOVEMBER 17, 2020 – 7:30 PM**

Mayor Daniel A. Champagne called the meeting to order at 7:30 PM.

**A.) PLEDGE OF ALLEGIANCE**

Recited

**ROLL CALL**

Present: Council Members Laura Bush, Bill Campbell, Julie Clay, Thomas DiDio, Linda Gessay, Ann Letendre, Maryann Levesque, Brian Motola, Jim Tedford, Steve Wakefield

Absent: Pauline Schaefer

Entered During Virtual Regular Meeting: Michael Wendus 7:32PM

Also Present: Town Administrator Michael J. Purcaro, Recording Secretary Kathleen Minor

**B.) CITIZENS FORUM**

7:32PM Citizens Forum ended – no requests from the public to speak

**D.) PUBLIC HEARING**

None

**F.) PRESENTATIONS BY THE ADMINISTRATION**

Mayor Daniel A. Champagne presented the following updates to the Town Council:

- Northeast School was recently awarded the prestigious designation of a National Blue Ribbon School for the second time.
- The Rockville Public Library has been awarded the Everybody Learns Grant funded through the CARES Act for \$34,790 to purchase PPE, technology, cleaning supplies, signage and furniture.
- The Town Clerk's Office has been awarded a grant in the amount of \$7,500 for document preservation
- The Mayor was invited to participate in a ZOOM virtual visit with the second grade students at Maple Street School in this month.
- The Town of Vernon Trunk or Treat celebration had over 420 children participating in the event that was spearheaded by the Parks and Recreation Department along with members of the town staff and community.
- The Senior Center held their Annual Veterans Day event as a drive-thru appreciation for over 50 Veterans in our community.
- The Senior Center building is still closed, however the Tuesday/Thursday drive through lunch and some of the support group meetings continue. Wellness calls are made daily and on-line ZOOM games and activities are available.
- Two Ribbon Cuttings were held recently; Economy Car Wash on Route 83 and the Dunkin Donuts grand-reopening after renovations on Windsor Avenue.
- An agreement with a new magazine vendor is in place and the first issue is due in homes late February or early March 2021.

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- Winterfest 2020 will be held on December 4, 2020 from 5-7pm at Henry Park as a COVID safe, drive thru event.
- Budget preparations for the upcoming 2021-2022 budget year have begun with considerations in place for the possible loss of revenue from the State of Connecticut.

**G.) ACTION ON CONSENT AGENDA**

Council Member Wakefield, seconded by Council Member Bush, made a motion to move the Consent Agenda. Motion carried unanimously by roll call vote.

- C 1. Request the Town Council approve Tax Refunds for Prior and Current years.** (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated October 13, 2020 included in the Council packet.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES TWO (2) TAX REFUNDS FOR PRIOR YEARS TOTALING \$432.60 AND THIRTY (30) CURRENT YEAR TAX REFUNDS TOTALING \$4505.08 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED OCTOBER 13, 2020.

- C 2. Request the Town Council approve Tax Refunds for Prior and Current years.** (See copy of a memorandum from Terry Hjarne, Collector of Revenue, to Michael J. Purcaro, Town Administrator dated November 10, 2020 included in the Council packet.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES ONE (1) TAX REFUND FOR PRIOR YEARS TOTALING \$138.18 AND EIGHTY (88) CURRENT YEAR TAX REFUNDS TOTALING \$23,962.16 AS REFERENCED IN THE LETTER FROM TERRY HJARNE, COLLECTOR OF REVENUE TO MICHAEL J. PURCARO, TOWN ADMINISTRATOR DATED NOVEMBER 10, 2020.

- C 3. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Robert Hurd, (R), 7 Rheel Street, Vernon, Connecticut as a regular member of the Building Code Board of Appeals, said term to commence November 18, 2020 and expires June 30, 2023.** (See Mr. Hurd's resume included for Council review.)

**PROPOSED MOTION**

PURSUANT TO TOWN OF VERNON CHARTER CHAPTER VIII, SECTION 4 AND 6; C.G.S. §29-266, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF ROBERT HURD, (R), 7 RHEEL STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE BUILDING CODE BOARD OF APPEALS, SAID TERM TO BEGIN ON NOVEMBER 18, 2020 AND EXPIRES JUNE 30, 2023.

- C 4. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Marie Mecca (D), 188 Washington Street, Vernon, Connecticut as a member of the Youth Services Board, said term to commence on January 1, 2021 and expires December 31, 2023.** (See Ms. Mecca's resume included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER XV, SECT. 3; TOWN COUNCIL RESOLUTION DATED 08-24-1976 AND TOWN COUNCIL RESOLUTION DATED 03-01-1994, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S

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REAPPOINTMENT OF MARIE MECCA (D), 188 WASHINGTON STREET, VERNON, CONNECTICUT AS A MEMBER OF THE YOUTH SERVICES ADVISORY BOARD, SAID TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2023.

- C 5. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of John P. Leary, (R), 26 Hany Lane, Vernon, Connecticut as the Town of Vernon Citation Hearing Officer, said term to commence on January 1, 2021 and expires December 31, 2021.** (See Mr. Leary's resume included for Council review.)

**PROPOSED MOTION**

PURSUANT TO ORDINANCE #215, TOWN CODE 2-5, AS AMENDED BY ORDINANCE 218 TO ENFORCE ORDINANCES 214 AND 216 THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JOHN P. LEARY, 26 HANY LANE, VERNON, CONNECTICUT AS THE TOWN OF VERNON CITATION HEARING OFFICER, SAID NEW TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2021.

- C 6. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Carl Bard, (U), 25 Grady Road, Vernon, Connecticut to the Planning and Zoning Commission as an alternate member, said term to commence on January 1, 2021 and expires December 31, 2025.** (See Mr. Bard's resume included for Council review. Mr. Bard is completing the unexpired term of Michael Mitchell.)

**PROPOSED MOTION**

PURSUANT TO THE VERNON TOWN CHARTER, CHAPTER VIII, SEC. 1 & 6, AND CONNECTICUT GENERAL STATUTES SEC. 8-4a & b, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF CARL BARD, (U), 25 GRADY ROAD, VERNON, CONNECTICUT, TO ALTERNATE MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM COMMENCING ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2025.

- C 7. Request the Town Council approve Mayor Daniel A. Champagne's appointment of Robin Lockwood, (U), 121 Huntington Drive, Vernon, Connecticut as a regular member of the Planning and Zoning Commission, said term to commence on January 1, 2021 and expires December 31, 2023.** (See Ms. Lockwood's resume included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER VIII, SEC. 1,6 & 11 DATED JANUARY 1, 1985; C.G.S. §8-4A&B, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S APPOINTMENT OF ROBIN LOCKWOOD, (U), 121 HUNTINGTON DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE PLANNING AND ZONING COMMISSION FOR A TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2023.

- C 8. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Joseph R. Miller, (R), 27 Tallwood Drive, Vernon, Connecticut as a regular member of the Planning and Zoning Commission, said term to commence on January 1, 2021 and expires December 31, 2023.** (See Mr. Miller's resume included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER VIII, SEC. 1,6 & 11 DATED JANUARY 1, 1985; C.G.S. §8-4A&B, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JOSEPH R. MILLER, (R), 27 TALLWOOD DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE

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PLANNING AND ZONING COMMISSION FOR A TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2023.

- C 9. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Doreen M. Evans (D), 56 Thomas Street, Suite #3, Vernon, Connecticut as the Town of Vernon Parking Hearing Officer, said term to commence on January 1, 2021 and expires on December 31, 2022.** (See Ms. Evan's resume included for Council review.)

**PROPOSED MOTION**

PURSUANT TO THE VERNON CODE OF ORDINANCES, ARTICLE III "PARKING, STOPPING AND STANDING", SEC. 13-39 "FINES FOR PARKING VIOLATIONS" § (e), THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF DOREEN M. EVANS, (D), 56 THOMAS STREET, SUITE #3 VERNON, CONNECTICUT AS THE PARKING VIOLATION HEARING OFFICER, SAID TERM TO COMMENCE ON JANUARY 1, 2021 AND ENDS ON DECEMBER 31, 2022.

- C 10. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Richard M. Clark, (D), 1158 Hartford Turnpike, Unit #2, Vernon, Connecticut as a regular member of the Conservation Commission, said term to commence on January 1, 2021 and expires December 31, 2023.** (See Mr. Clark's resume included for Council review.)

**PROPOSED MOTION**

PURSUANT TO TOWN OF VERNON ORDINANCE # 189 – TOWN CODE SECTION 10-91 & 10-92, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF RICHARD M. CLARK, (D), 1158 HARTFORD TURNPIKE, UNIT #2, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CONSERVATION COMMISSION, SAID TERM TO BEGIN JANUARY 1, 2021 AND EXPIRES ON DECEMBER 31, 2023.

- C 11. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Jennifer Roy, (U), 83 Phoenix Street, Vernon, Connecticut as a regular member of the Zoning Board of Appeals, said term to commence on January 1, 2021 and expires on December 31, 2025.** (See Ms. Roy's resume included for Council review.)

**PROPOSED MOTION**

PURSUANT TO VERNON'S CHARTER CHAPTER VIII, SEC. 2 & 6; THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JENNIFER ROY, (U), 83 PHOENIX STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE ZONING BOARD OF APPEALS, SAID TERM TO BEGIN ON JANUARY 1, 2021 AND EXPIRES ON DECEMBER 31, 2025.

- C 12. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Lt. William Meier, 725 Hartford Turnpike, Vernon, Connecticut to the North Central Health District Board of Directors, said term to commence on January 1, 2021 and expires December 31, 2023.** (Lt. Meier is presently a Town of Vernon employee and therefore no resume is attached.)

**PROPOSED MOTION**

PURSUANT TO C.G.S. §19a-241; CHARTER CHAPTER XI, SECTIONS 1,5, & 14, THE TOWN COUNCIL APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF LT. WILLIAM MEIER, 725 HARTFORD TURNPIKE, VERNON, CONNECTICUT A MEMBER OF THE BOARD OF DIRECTORS OF THE NORTH CENTRAL DISTRICT HEALTH DEPARTMENT. SAID TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES ON DECEMBER 31, 2023.

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- C 13. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Justin Hicks of the YMCA, 375 Hartford Turnpike, Vernon, Connecticut as a member of the Town of Vernon Youth Services Advisory Board, said term to commence on January 1, 2021 and expires on December 31, 2023.** (See Mr. Hick's resume included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER XV, SECT. 3; TOWN COUNCIL RESOLUTION DATED 08-24-1976 AND TOWN COUNCIL RESOLUTION DATED 03-01-1994, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF JUSTIN HICKS OF THE YMCA, 375 HARTFORD TURNPIKE VERNON, CONNECTICUT AS A MEMBER OF THE YOUTH SERVICES ADVISORY BOARD, SAID TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2023.

- C 14. Request the Town Council approve Mayor Daniel A. Champagne's reappointment of Teri Ouellette, HVCC Community Social Service Agency, 27 Naek Road, Vernon, Connecticut as a member of the Town of Vernon Youth Services Advisory Board, said term to commence on January 1, 2021 and expires on December 31, 2023.** (See Ms. Ouellette's resume included for Council review.)

**PROPOSED MOTION**

PURSUANT TO CHARTER CHAPTER XV, SECT. 3; TOWN COUNCIL RESOLUTION DATED 08-24-1976 AND TOWN COUNCIL RESOLUTION DATED 03-01-1994, THE TOWN COUNCIL HEREBY APPROVES MAYOR DANIEL A. CHAMPAGNE'S REAPPOINTMENT OF TERI OUELLETTE, HVCC COMMUNITY SOCIAL SERVICE AGENCY, 27 NAEK ROAD, VERNON, CONNECTICUT AS A MEMBER OF THE YOUTH SERVICES ADVISORY BOARD, SAID TERM TO COMMENCE ON JANUARY 1, 2021 AND EXPIRES DECEMBER 31, 2023.

**H.) DISCUSSION OF PULLED CONSENT ITEM(S)**

None

**I.) PENDING BUSINESS**

None

**J.) NEW BUSINESS**

- 1. Request the Town Council approve the 2021 FOIA Town Council Meeting Schedule.** (See memorandum to the Vernon Town Council from Mayor Daniel A. Champagne dated November 1, 2020 relative to the same.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES THE 2021 FOIA TOWN COUNCIL MEETING SCHEDULE AS PRESENTED IN THE MEMORANDUM FROM MAYOR DANIEL A. CHAMPAGNE TO THE VERNON TOWN COUNCIL DATED NOVEMBER 1, 2020.

Council Member Wakefield, seconded by Council Member Bush, made a motion to approve the 2021 FOIA Town Council Meeting Schedule. An amendment, accepted by the maker, was proposed to correct the April 22, 2021 date to April 20, 2021. The motion to approve the 2021 Town Council Meeting Schedule, as amended, carried unanimously by roll call vote.

- 2. Request the Town Council authorize the Vernon Board of Education to apply for a school construction grant for the Center Road School Roof.** (See memorandum from

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Dwight Ryniewicz, Director of Public Works to Mayor Daniel A. Champagne dated November 12, 2020 relative to same.)

**PROPOSED RESOLUTION #1**

RESOLVED, THE VERNON TOWN COUNCIL AUTHORIZES THE VERNON BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF EDUCATION AND TO ACCEPT OR REJECT A GRANT FOR A ROOFING PROJECT AT CENTER ROAD SCHOOL, 20 CENTER ROAD, VERNON, CONNECTICUT.

Council Member Wakefield, seconded by Council Member Bush, made a motion to authorize the Vernon Board of Education to apply to the Commissioner of Education and to accept or reject a grant for a roofing project at Center Road School. Dwight Ryniewicz, Director of Public Works, and Dr Joseph Macary, Superintendent of Vernon Public Schools, spoke and answered questions. Discussion ensued. The motion carried unanimously by roll call vote.

**PROPOSED RESOLUTION #2**

RESOLVED, THE SCHOOL ROOF REPLACEMENT BUILDING COMMITTEE IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE ROOF REPLACEMENT AT CENTER ROAD SCHOOL. THE COMMITTEE WILL CONSIST OF THE DIRECTOR OF PUBLIC WORKS FOR THE TOWN OF VERNON AND THE SUPERVISOR OF SCHOOL FACILITIES AND SPECIAL PROJECTS OF THE VERNON BOARD OF EDUCATION.

Council Member Wakefield, seconded by Council Member Bush, made a motion to establish the School Roof Replacement Building Committee to consist of the Director of Public Works for the Town of Vernon and the Supervisor of School Facilities and Special Projects for the Vernon Board of Education. Discussion ensued. The motion carried unanimously by roll call vote.

**PROPOSED RESOLUTION #3**

RESOLVED, THE VERNON TOWN COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE ROOFING PROJECT AT CENTER ROAD SCHOOL.

Council Member Wakefield, seconded by Council Member Gessay, made a motion to authorize at least the preparation of schematic drawings and outline specifications for the roofing project at Center Road School. Discussion ensued. Motion carried unanimously by roll call vote.

- 3. Request the Town Council approve the budget for the "Everybody Learns Grant" from Governor Ned Lamont in the amount of \$34,790.00.** (See memorandum from Dawn Maselek, Assistant Town Administrator to Mayor Daniel A. Champagne dated November 12, 2020 relative to same.)

**PROPOSED MOTION**

THE TOWN COUNCIL HEREBY APPROVES THE BUDGET FOR THE "EVERYBODY LEARNS GRANT" IN THE AMOUNT OF \$34,790.00 AS PRESENTED.

Council Member Wakefield, seconded by Council Member Bush, made a motion to approve the budget for the "Everybody Learns Grant" in the amount of \$34,790.00. Jennifer Johnston-Marias, Library Director, spoke and answered questions. Discussion ensued. Motion carried unanimously by roll call vote.

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**K.) INTRODUCTION OF ORDINANCES**

None

**L.) ACTION ON ORDINANCE(S) PREVIOUSLY PRESENTED**

None

**M.) IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS**

None

**N.) DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS**

None

**O.) ADOPTION OF MINUTES**

THE TOWN COUNCIL WAIVES THE READING OF THE MINUTES OF THE REGULAR TOWN COUNCIL MEETING ON **OCTOBER 6, 2020** AND THAT MINUTES OF SAID MEETING BE APPROVED.

Council Member Wakefield, seconded by Council Member Bush, made a motion to waive the reading of and approve the minutes of the regular Town Council meeting held on October 6, 2020. Motion carried unanimously by voice vote.

**C.) EXECUTIVE SESSION**

Mayor Champagne stated that only Town Council members and those invited to the Executive Sessions be in the room or on the teleconference call.

8:00PM – Council Member Wakefield, seconded by Council Member Bush, made the following motion to go into Executive Session #1:

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (6) (C), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS CONTRACT NEGOTIATIONS AND INVITES MICHAEL J. PURCARO, TOWN ADMINISTRATOR AND DWIGHT RYNIEWICZ, DIRECTOR OF PUBLIC WORKS TO ATTEND.

Motion carried with no opposition.

Council Member Wakefield, seconded by Council Member Bush, made the following motion as to Executive Session #1:

THE TOWN COUNCIL HEREBY AUTHORIZES THE PURCHASE OF A USED BULLDOZER BY THE DEPARTMENT OF PUBLIC WORKS AND WILL BRING THE FINAL AMOUNT BACK TO THE COUNCIL AT THE NEXT MEETING.

Motion carried unanimously by roll call vote.

8:23PM – Executive Session #1 ended.

8:25PM – Council Member Wakefield, seconded by Council Member Bush, made the following motion to go into Executive Session #2:

THE TOWN COUNCIL PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES 1-200 (6) (C), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS CONTRACT NEGOTIATIONS AND INVITES MICHAEL J. PURCARO, TOWN

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ADMINISTRATOR AND SHAUN GATELY, ECONOMIC DEVELOPMENT COORDINATOR TO ATTEND.

Motion carried with no opposition.

Council Member Wakefield, seconded by Council Member Letendre, made the following motion as to Executive Session #2:

THE TOWN COUNCIL HEREBY APPROVES THE REDUCTION IN FUTURE ASSESSMENT INCREASES AS A RESULT OF THE PROPOSED \$60,000,000 RENOVATION OF THE APPROXIMATELY 125,000 SQ FT OF FORMER MILLS, IN ACCORDANCE WITH THE TOWN VACANT AND BLIGHTED PROPERTY ORDINANCE (SEC. 3-4) AND THE ATTACHED SCHEDULE AND TIME LINES. FURTHER THE TOWN COUNCIL AUTHORIZES MAYOR DANIEL CHAMPAGNE TO ENTER INTO AN AGREEMENT WITH VERNON MILL OWNER LLC, IN COMPLIANCE WITH THE ABOVE REFERENCED ORDINANCE, AND TOWN TAX ABATEMENT GUIDELINES. 25 Year abatement if CO is obtained prior to 12-31-25 (Timeline may be adjusted if benchmarks are being met) Years 1-10, 100% abatement of increased assessment; Years 11-15, 75% abatement of increased assessment; Years 16-20, 50% abatement of increased assessment; Years 20-25, 25% abatement of increased assessment; Year 26 and beyond full assessment in place.

Motion carried unanimously by voice vote.

9:03PM – Executive Session #2 ended.

**P.) INFORMATIONAL ITEMS, PETITIONS, COMMUNICATIONS, CORRESPONDENCE, REPORTS, ETC. NOT REQUIRING ACTION**

1. Monthly Report – Town Clerk’s Office for September, 2020, as submitted by Karen C. Daigle, Vernon Town Clerk.
2. Monthly Report – Police Department for September, 2020, Police Department, as submitted by Captain John Kelly.

**Q.) ADJOURN (9:04PM)**

Council Member Wakefield, seconded by Council Member Bush, made a motion to adjourn the meeting. Motion carried unanimously by voice vote.

Received: November 23, 2020

Approved: December 1, 2020

Respectfully Submitted.



Kathleen Minor  
Recording Secretary