

# Cromwell Fire District

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FIRE DISTRICT OFFICE  
WATER DIVISION

FIRE DEPARTMENT  
FIRE MARSHAL'S OFFICE

## **BOARD OF COMMISSIONERS**

### **Fire and Water Divisions**

**Tuesday, December 19, 2023, 6:00 PM**

**Coles Road Firehouse**

**105 Coles Road**

**Cromwell, CT**

The Commissioners of the Cromwell Fire District held their monthly Board of Commissioners' meeting on Tuesday, December 19, 2023, at 6:00 PM, at the Coles Road Firehouse, 105 Coles Road, Cromwell, CT to discuss and act upon Fire and Water Division business.

Commissioners Roger Rukowicz (President), Donald Smith, Robert McIntyre, Mertie Terry, Donald Goranson, Chip Darius and Steve Wygonowski attended. Also attending were Operations Manager Joseph Palmieri, Fire Chief Jason Brade, Communication Center Manager Justin Lonergan and Fire Marshal Harold Holmes. Finance Manager Michael Lupkas had dialed into the meeting on Zoom. Commissioner Charles Epstein arrived at 6:41 PM. Commissioner John Sokolowski was absent.

### **CALL TO ORDER**

The meeting was called to order at 6:00 PM, by President Rukowicz. The Pledge of Allegiance was led by President Rukowicz.

### **APPROVAL OF THE AGENDA**

A motion was made by Commissioner Darius, seconded by Commissioner Smith and unanimously approved to accept the agenda as submitted with the following change: under Item X., New Business, Item E. was removed because the person requesting the item could not make the meeting tonight. In place of that will be the Chief's update on a new ambulance.

### **PUBLIC COMMENT**

Mr. James Rude, 25 Highridge Rd., congratulated the Bylaws Committee and the entire Commission on the approval last evening of the new Bylaws for the organization. It took a long time and a lot of hard work, but he is glad it came to fruition. He hopes the Commission as it continues to move forward thinks of ways to do a better job of communicating some of these important deadlines and meetings. He understood that there were maybe 18 people in attendance at last night's Bylaw meeting. That is barely enough people to have a vote. There needs to be better planning and better communications. There needs to be more people in attendance at some of these important meetings.

James Demetriades was in attendance. He is the newly-elected Mayor for the Town of Cromwell. He introduced himself. He was joined by Brian Bonneau who is a newly elected Town Councilman and will be the Town liaison to the Board. He is optimistic that the Town and the Fire District can begin a stronger and more prosperous working relationship. There are a lot of common interests between the Town and the Fire District. He has met with the President and the Executive Director to discuss ways the Town can help the Fire District and the District can help the Town. The Mayor is optimistic they can build stronger relationships between the Town and the District. He thanked everyone for their time and looks forward to working with the District.

APPROVAL OF THE BOARD OF COMMISSIONERS' MEETING MINUTES OF  
NOVEMBER 21, 2023

*A motion was made by Commissioner Goranson, seconded by Commissioner McIntyre and unanimously approved to accept the Board of Commissioners' meeting minutes of November 21, 2023, as submitted.*

APPROVAL OF THE SPECIAL BOARD OF COMMISSIONERS' MEETING MINUTES OF  
NOVEMBER 29, 2023

*A motion was made by Commissioner McIntyre, seconded by Commissioner Smith and unanimously approved to accept the Special Board of Commissioners' meeting minutes of November 29, 2023, as submitted.*

APPROVAL OF THE SPECIAL DISTRICT MEETING MINUTES OF  
DECEMBER 18, 2023

*A motion was made by Commissioner Darius, seconded by Commissioner Terry and unanimously approved to accept the Special District meeting minutes of December 18, 2023, as submitted.*

READING OF COMMUNICATIONS & WRITTEN APPEALS TO THE BOARD

There were no communications or appeals to report.

REPORTS OF THE STAFF

- A. Executive Director. The Executive Director was not able to make this meeting. His report for November had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office.

*A motion was made by Commissioner Darius, seconded by Commissioner Smith and unanimously approved to accept the Executive Director's report for November as submitted.*

- B. Financial Report. The Financial Report for November had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Lupkas reported that they have received approximately \$3.25 million in collections. They are "square" with the Town through the month of October. The November and December months are typically small for collections, and those numbers would not have a big effect on their tax position. Regarding revenue, \$4 million was received of the tax levy that does not include a State grant for \$160,000 that was unbudgeted during the budget period. The

amount received is under 61%. There were 215 calls for EMS. Receipts to date are ahead of last year's pace at just under 20%. Regarding water produced, there were 68 million gallons less than last year. The January billing cycle is getting ready to be processed. He will have the dollar amount at the next meeting. Page 5 of his report shows accounts in excess of \$1,000. There are 3 more than last month, but the District is still at 75% over the 120 day collection items that have collected efforts on them.

Regarding Page 18, Treasurer's Report, regarding the STIF investment, over the last couple of months the District has invested in excess of \$4 million into STIF. They are getting a much better return than they were with the other funds. This has been a good investment decision. He also explained the STIF distribution. Mr. Lupkas has been allocating the interest into each account. Regarding the audit, the auditors have all the documents they need. The District did have to file for an extension with the State because they did not meet the December 1 deadline. The extension was accepted. The majority of the auditor's clients are on an extension. Mr. Lupkas requested to have the audit for the end of the year but he has not heard back. He feels certain that the audit will be out in the month of January.

Mr. Lupkas discussed the handout that was distributed to Commissioners earlier today. It is a management tool he uses internally to evaluate accounts to see if there is any overspending, or other issues to look at such as possible budget cuts before the end of the fiscal year. It is also time to review line items.

A correction was made to Page 4, bottom left, of the regular report. The top line should be \$300,000 and then \$50,000 increments going down to 0.

***A motion was made by Commissioner McIntyre, seconded by Commissioner Smith and unanimously approved to accept the Financial Report for November as submitted with corrections noted.***

- C. Fire Department Chief. The Chief's Report for November had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. The Chief added that their football coverage is coming to an end. They had been providing EMS coverage to Cromwell High School and Cromwell Youth Football games. He and the Fire Marshal attended an Opioid Symposium through Amy Soder of Human Services. It was held at the high school and well received. It was a joint effort between the Fire District and the Town. The Department continues to submit claims to the State Limited Access Highway Revenue Process. They just received some positive information back. The Chief will provide a report at next month's meeting. The Department participated in the Tree Lighting Ceremony and did a few "Touch a Truck" events. They have also done food drives and toy drives. They have been busy and are getting involved with Town activities as well.

There are 4 new volunteers. Three of them are in a Fire I class. They are getting to the end of their class, all in good standing. They just completed their live fire training and should be coming on line shortly. Two more volunteers were interviewed last week. They have been allowed to come to the firehouse to observe before making a commitment.

There were 2 motor vehicle accidents last month involving department apparatus. The first was Engine 3 responding to a double rollover on fire with people entrapped on the highway. They were trying to squeeze around a couple of cars but did not clear it. They had a safety meeting after the incident to discuss the incident internally. There were no injuries. They are moving forward to get it repaired. The Chief explained that Engine 3 was used that day and

not the Ladder truck because the Department recently changed their policy to prevent the Ladder from getting hit and blocking position.

The other accident was that the ambulance was returning from the hospital from a non-emergency call. An elderly gentlemen pulled out of a side street and hit the side of the ambulance. It was the other driver's fault, not Department personnel.

Last month Commissioner Sokolowski had requested a report on training. Assistant Chief Neubecker was in attendance to report on training. Over the last 6 mos. they have been trialing a training program on weekly plans so that all the shifts and the volunteers get some training. They have received positive feedback, and after a few adjustments have developed a year-long program schedule for 2024, focusing on the needs presented by OSHA and NFPA. For EMS, all training is based on CME's so that EMT's get credit for each of the trainings that they complete. They are almost finished with a new recruit training program that has fire and EMS components to it. They continue to also support the volunteers. The four new volunteers including the one just joining all have Fire I and have signed up for Fire II class. Cromwell has been hosting those classes through the Middlesex County Fire School. By hosting classes in Cromwell, they received a couple of free seats in the class. Ass't Chief Neubecker is also an EMSI instructor certified to teach. By having an internal instructor the Department is saving money sending personnel to classes being taught their own EMT instructor. It helps the Department's training budget go farther.

***A motion was made by Commissioner Darius, seconded by Commissioner Gorenson and unanimously approved to accept the Fire Chief's report for November as submitted.***

1. Fire Marshal's Office. The Fire Marshal's Office report for November had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Holmes reported that the individuals that had set up camp behind the Gulf gas station have moved on. They received assistance from the Town to relocate. Chief Brade added that the Fire Department did "Fastport" training. It is a rescue device used by their rapid intervention team. It was purchased by a donation from the residents of Covenant Living. The Chief, Fire Marshal and duty crew on the day scheduled to meet the Covenant Living residents, showed them what was purchased with their donation and how the device operates. There were a couple Commissioners there to see the event.

***A motion was made by Commissioner Darius, seconded by Commissioner McIntyre and unanimously approved to accept the Fire Marshal's Office report for November as submitted.***

- D. Water Operations. The Operations Report for November had been previously submitted and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Palmieri added that they installed a couple of new water services. One was a new account, one was a replacement. They completed their meter readings today for the January billing. There are a few rereads to do, but upon completion of those they will be concentrating on upgrades to services. They have funding for meter and radio upgrades to speed up the reading process and make readings more accurate. Mr. Palmieri has two staff working almost full-time on the GIS Data Base Needs Assessment and Lead and Copper revisions and service line inventory. It involves a lot of data entry. They have until the end of September of 2024, and have been working very hard at it. Regarding the interconnection project, he reported on his recent meeting with Environmental Partners. They have also met with Berlin again. They are

meeting next week with StanChem who is interested in getting water from Cromwell. The SCADA system project is going well. They finished installing the Berlin interconnection SCADA system. It is up and running. Soon they will be starting on the Evergreen pump station system. Sanford Lane pump station will be after that. They also did routine maintenance at the Sovereign Ridge pump station. Regarding PFAS testing, Mr. Palmieri reported they received their results for the UCMR 5's. Cromwell is looking very good. They have been doing their own voluntary testing of all 4 wells so they can know firsthand what if anything is in the water. They will collect all the data and present it to the public.

***A motion was made by Commissioner McIntyre, seconded by Commissioner Darius and unanimously approved to accept the Water Operations Report for November as submitted.***

- E. Communication Center. The Communication Center report for November was distributed at the meeting. Commissioners had a chance to review it. Mr. Lonergan added that calls are coming in above average this year. It is probably the most calls they have had in one year ever. Also, they had a full-time Dispatcher put his resignation letter in. They will be working to fill that position. They have a couple of part-time people in training. They lost two part-time people as well so they are short staffed right now which will affect the overtime budget. He has been doing IT support working replacing District I-phones. They are looking to replace some of the printers with up to date ones and assisting the District office with Munis support. He explained the hiring process for new Dispatchers.

***A motion was made by Commissioner Darius, seconded by Commissioner McIntyre and unanimously approved to accept the Communication Center report for November as presented.***

#### REPORTS OF THE STANDING COMMITTEES

President Rukowicz noted that the amended Bylaws were approved at a Special District meeting last night. The amended Bylaws consist of six committees instead of the 12 that existed.

- A. District Operations Committee. The President explained that this committee was eliminated and renamed Budget/Oversight Committee. This committee will be responsible for the budget. Budget discussions will be beginning in February for the next fiscal year.
- B. Executive Committee. This Committee consists of the President, Vice President and Secretary of the Board. It is the former Budget Committee.
- C. Fire Operations Committee. This committee has been eliminated.
- D. Volunteer Pension Committee. This committee will remain. There are no meetings scheduled. A schedule for next year has not been determined.
- E. Personnel Committee. This committee has been eliminated.
- F. Water Operations Committee. This committee will remain. There are no meetings coming up. A schedule for next year has not been determined.

President Rukowicz explained that in addition to the committees just mentioned, other committees will be: Public Safety Tower, Health & Safety/Bldg., and Budget Oversight in place

of District Operations. From now until the end of the year the Executive Committee will be working on new committee assignments to be announced the first week of January.

#### BOARD APPOINTMENTS

There were no appointments to report.

#### CONSIDERATION OF OLD BUSINESS

- A. Report of the Town Council Liaison. Mr. Brian Bonneau was in attendance. He introduced himself. He was newly elected to Town Council and will become the Town Council Liaison for the District. He has been a resident of Cromwell for 40 yrs. and a business owner in Cromwell for 16 yrs. He would like to work as a team with the District to achieve things that benefit the Town and the District.
- B. Reports of the Special Committees
1. Public Safety Tower Committee. A meeting was scheduled for December 1, 2023, but canceled due to a lack of agenda items.
  2. Health & Safety/Building Committee. There was no meeting.
  3. Bylaws Committee. The Committee has been disbanded after their work was completed. The President thanked the Committee for all their hard work.
  4. Public Relations/Community Outreach Committee. This committee has been eliminated. There is one Commissioner doing all the work for this committee, therefore, it is not a committee. Commissioner Darius asked everyone to send him any newsworthy information to publish in the newsletter coming out in January.

#### NEW BUSINESS

- A. Commissioners' Comments. Commissioner Epstein thanked the Chief and members of the Department for last night. He commented on the 5 back to back emergency calls within a short period of time. They had to get an ambulance from Haddam to help facilitate the calls. The public needs to be aware of how busy the Department can be and how they do the best they can to assist everyone. The 3 Fire Chiefs attended a grant writing class. There was a lot of good information on what is available. Commissioner Terry asked about any type of appreciation coffee hour for the staff and the members. The President noted that a Christmas luncheon had been scheduled for Friday, Dec. 22, 2023.
- B. Budgetary Adjustments. There were no adjustments to report.
- C. Approval of Contracts/Contractors. The President noted that a new roof has been installed at Coles Road. Turner & Sons did the work. They were the most reasonably priced, and they did a good job at Coles Road as well as West Street prior.
- D. Discussion and Possible decision on Granting an Exemption for Water Service Charges for the Boy Scouts and the Little League. It was noted that all Commissioners received a copy of a memorandum from the Cromwell Mayor, Town Manager and head of the Cromwell Little

League. The memo was written in support of waiving the water fees associated with the group's use of the concession stand and water usage.

Mr. Palmieri read a letter from the Town of Cromwell which has many service connections all currently with an established account with the Water Division. Locations for these accounts are Town Hall, Town-owned buildings, parks, large and small irrigation systems located at the buildings, sports facilities and parks. The Little League restroom facility is one of those accounts. Another account is located at Pearson Park, the concession stand for the football field. They are used the same as Cromwell Little League. This has been in place for 30 years or so. The Town of Cromwell has been paying for the water for that facility since the beginning. They also pay for sewage at this facility. He assumes they pay for the power and heat if needed. Mr. Palmieri believes that as the property owners, the Town of Cromwell should be invoiced and be responsible for the water account. They have been paying all the bills for a while, and Mr. Palmieri is not sure why, but all of a sudden they wanted to put the bill on the Little League. He feels that the Water Division should continue to invoice the Town for these along with all the other accounts. He believes it is their option to invoice any organization that may occupy the building if necessary. Based on the history and lack of invoicing he would assume that the Town should just pay for the account in question because the District invoices the property owners. Based on this Mr. Palmieri feels that the Town should also be responsible for the Boy Scout building. The two accounts are not large consumers of water, and it should not have a large impact on the Town's budget. Mr. Palmieri had been adding meters to accounts that were not metered. There were a lot of Town accounts that were not metered. It is Mr. Palmieri's responsibility to tract the usage of all water. He is also responsible for making sure everyone is invoiced for that water. When he added the additional accounts, he received some pushback from the Town. Water Supply Plan and Distribution Study there is a 20 yr. plan regarding development costs, DPH requirements and things related to tracking usage and billing properly. This will be part of the water audit. If water is pumped, treated, delivered and metered, than there needs to be a charge for the water. Mr. Palmieri believes it is the responsibility of the Town of Cromwell to pay for the water used and does not believe the organizations mentioned should be responsible for paying. The reason this has come up again is because the forgiveness period the District allowed was 2 billing cycles. That has now expired and the organizations are looking for direction as to how to proceed.

Commissioner Epstein did not think we should be picking and choosing which non-profits to provide relief to. He also feels if the responsibility for the water bill is the Town, then they should pay it. It is no different than the Town charging the District for services. Mayor Demetriades wanted to address the Board on this issue. The President did not allow the Mayor to provide comment because they were not on the Public Comment agenda item. Mr. Palmieri noted that this issue is just one account. There are other ball fields that have irrigation, etc. Since this issue involves a town property, the Town should be the ones providing the relief to the non-profit.

Commissioner Darius explained that the Board had given the Boy Scouts a six-month reprieve to look into the matter. That is what was done and now there is information that clarifies the direct responsibility for this lies with the property owner which is the Town. The Boy Scouts are the tenants. Commissioner Goranson was in agreement. Commissioner McIntyre thought that if the Board were to start granting relief to non-profit customers, there should be some type of standard or guidelines to use so that the process is fair. Commissioner Smith was also in agreement. Commissioner Wygonowski excused himself

from commenting since the tenants being discussed are people he has a personal relationship with.

The relief that was granted expires next month. The water bills will resume and should be sent to the property owner, the Town. The Mayor wished to comment before the Commission voted. The President would not allow the Mayor to speak at this time. Commissioner Darius did not think there was action to be taken by the Board at this time. Mr. Palmieri was in agreement that future billing should be directed to the property owner.

***A motion was made by Commissioner Darius, seconded by Commissioner Epstein to table the issue regarding water bill relief for the Little League. It will be tabled until next month's meeting. It was determined that the water bill for the boy scouts would be billed to the property owner, the Town of Cromwell.***

- E. Chief Brade's Update on a New Ambulance. Two months ago the Chief addressed the Board about the Department getting a new ambulance because it is two years out between the time of the order and receipt of the ambulance. He suggested they use the same vendor that was used for the last ambulance purchased. The Board had asked the Chief to draft an RFP and go out to bid. That process took a couple of months. He wrote a 52 pg. RFP, and sent them to three companies; Eastford Fire and Rescue, Specialty Vehicles Inc. and PL Customs which was used for the last purchase.

Eastford is a sales vendor. They make the model, American Emergency Vehicle. He reached out twice and has not heard back from them. Specialty Vehicles Inc. is a dealer. They deal with Lifeline ambulance. Prices have continued to go up since the Chief first started these discussions.

Specialty Vehicles came back with a price of \$369,000 with includes a \$25,000 charge for anticipated costs from the chasis. All these vehicles are 1½ to 2 years out if purchased today. The District also belongs to the Houston/Galveston Consortium. In addition to the cost of the ambulance, there is the cost of the Stryker equipment. The power load in the back and the stretcher that goes with it. The Stryker equipment is an additional \$55,000 and \$10,000 for future maintenance fees. That vehicle came to \$434,000. He gave the warrantees and other deals included with purchase. This vendor has a service center in Cromwell off of Progress Drive.

The other quote was from PL Customs where the last ambulance was purchased. PL Customs is the dealer and the outfitter. The price was \$313,000. Although they anticipate another \$25,000 increase. It includes the price of the Stryker equipment and maintenance fees. The Chief discussed the warrantees. They have a service center in North Haven. Total anticipated Price is \$398,989.

The Chief recommended going with PL Customs. They received the last ambulance from them and were satisfied. It is also the lower price. There was discussion regarding the urgency to replace ambulances. Chris Logan commented on the longevity of the current ambulances and the difficulties keeping them on the road. The next ambulance to be replaced would be 4C with almost 100,000 miles on it. Chris did feel that ordering 2 ambulances at once would not be advisable because then it becomes a situation of repairs etc. on top of each other rather than a period between each apparatus to not have double the amount of labor and work in maintenance and repairs. However, he felt that an order should be placed now. There is \$350,000 in the apparatus replacement fund towards a purchase like this. The longer



the wait, the more the price will continue to rise. The Chief wanted to act on this as soon as possible and discuss another purchase during budget talks which will be starting soon.

The President noted that there is \$350,000 in the apparatus replacement fund, plus there may be a sale of Truck 1. The people are from Nova Scotia and have put down a \$20,000 deposit to hold it until they can look at it. There is a chance that Tack 4 will be sold, and maybe the old ambulance. That will give some extra money towards the new ambulance. The Chief noted that in terms of a replacement schedule, the first item which is what is being discussed today, replacement of ambulance 4A. The next item is another ambulance. After that a purchase of Truck 3.

***A motion was made by Commissioner Epstein, seconded by Commissioner Darius and unanimously approved to authorize the purchase of the second ambulance from PL Custom at \$398,000 with the understanding that the price could increase depending on the chasis. It includes \$20,000 of anticipated cost factors. The cost is: \$398,989.***

- F. Discussion and Possible Decision on Supporting the Initial Discussions with the Town of Cromwell for a Gradual Development of Shared Services. The President discussed a meeting he had with the Executive Director and Mayor Demetriades. It was the first meeting with the new Mayor to kick off discussions to work together on various initiatives as one community. This is something that was tried a few years ago. It was not successful at the time, but with new leadership on both sides, it is something the Mayor and the President look forward to working together.

***A motion was made by Commissioner Darius, seconded by Commissioner Smith and unanimously approved to continue discussions with the Town.***

***A motion was made by Commissioner Darius, seconded by Commissioner Epstein and unanimously approved to transfer \$50,000 from the Reserve Fund to the Apparatus Replacement fund with the intent of replacing that \$50,000 based on the sale of apparatus.***

- G. Discussion and Approval of the Sale of the Old Tac #4 Engine. The President noted that this has been discussed previously and the Commissioners should be aware of the sale. The Chief noted that the Engine is being sold by New England Fire Apparatus. This company purchases the apparatus from Cromwell and leases it to the Fire Department interested. All liability is on New England Fire Apparatus.

***A motion was made by Commissioner Darius, seconded by Commissioner Epstein and unanimously approved to authorize the sale of Tack #4 for \$15,000.***

#### PUBLIC COMMENT

Mayor Demetriades addressed the group by stating that one of his campaign issues was the issue of collaboration and working together; the Town, the Board of Education and the District. They all serve the taxpayers. He thinks that they should continue to work together. Although discussions did not work out in the past, the mayor feels that trying again with different leaders can accomplish things such as cost savings to both organizations by sharing resources, by being more efficient and by developing plans for shared efficiencies and shared governments where it makes sense to share resources or equipment. How can we do that more effectively.

The Mayor explained a little bit about why he forwarded the request to the District regarding the Little League. He will prepare more comments for the next meeting where the issue will be on the agenda again.

Russ Johnson, 8 Lancaster Rd., commented he joined the Fire Department in 1977. Became the District Maintainer in August of 1997. Back then the employees were granted their 3 personal days at the beginning of the calendar year. A few years ago that was changed so that employees would receive a monthly allotment of personal time that would be added to the employees Personal time balance every month totaling 3 personal days at the end of the year calendar year if unused. He wanted to know why the policy has to stay this way or can it be changed.

James Rude, 25 Highridge Rd., commented that it was reported in the Executive Director's Report, now the CEO, that there is an FOI hearing coming up on Thursday, Dec. 21. He encouraged the Fire District to absolutely ensure that the proper notice is always being posted at the Fire District Office, proper information is being put out on the internet relative to any upcoming meetings and agendas, including emails to those folks who have requested to be notified of upcoming meetings. He strongly encouraged that all the minutes are prepared in a timely fashion with FOI requirements. Regarding the audit, it is disappointing that we are almost halfway through the fiscal year and we still don't have the prior fiscal year end information. As noted in previous public comments, he feels there needs to be a stronger sense of urgency in getting the audit completed. Kudos to the town for reaching back out and ensuring that there will be a Town Liaison with the Fire District. It can only help both organizations going forward. This is the first time in 2½ years that someone from Town Council has attended. As we continue to discuss major Capital items such as fire trucks and ambulances he continues to hear the need for a strong and thorough discussion regarding a multi-year financial plan. When equipment is needed and how they will be funded. That information should be included in the quarterly communication to the Town so residents have some idea of what is going on and what to expect. He did not hear any information regarding the search for a new Executive Director, now CEO. Mr. Neto has 43 days left until January 31. He would like to know what is going on with the search effort.

#### EXECUTIVE SESSION

There were no items for Executive Session.

#### ADJOURNMENT

There being no further business, a motion was made by Commissioner Darius, seconded by Commissioner McIntyre and unanimously approved to adjourn the meeting at 7:48 PM.

ATTEST:

Nancy Deegan  
Recording Secretary

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Charles R. Epstein, Secretary



