

**BOARD OF SELECTMEN MEETING
MINUTES MARCH 21, 2016
APPROVED**

Members Present: John G. Petropoulos, Chair; Anna Eliot, Vice Chair; Stuart M. Schulman, Clerk; Joshua A. Degen, Member;

Absent: Peter S. Cunningham

Also Present: Mark W. Haddad, Town Manager; Dawn Dunbar, Executive Assistant

Mr. Green called the Finance Committee to order at 5:57pm.

Mr. Petropoulos called the meeting to order at 6:00pm and reviewed the agenda.

ANNOUNCEMENTS

Ms. Eliot read the following statement:

There have been many opinions expressed, even outrage, at the recent Board of Selectmen decision to ratify the town manager contract. I welcome people addressing these concerns directly to me. I also want to remind the citizens of Groton how the town is managed in a synopsis of a recent incident. At about 8:50 last Monday morning I heard a thunderous crash on the road in front of my property. The police response was within 3 minutes with the ambulance shortly after. The young man driving was not badly injured but his vehicle was totaled. After the tow truck removed the vehicle, the police and firefighters EMTs were sweeping the road together. During the whole event I was able to witness the thorough and compassionate handling of the situation that could have been a disaster. An immediate investigation was also resolved. I consider this an example of how our town is run. Efficient, professional and collaborative management cannot be bought. It cannot be measured monetarily. The efforts of our employees are measured by service and results. While our opinions may be different, I want to speak about this in person. Please stop by so we can have a discussion Thursday March 24, 9 am at Johnsons, 10:30 at Salt & Light and 6 pm at the town hall.

Mr. Degen asked what that statement had to do with ratification of the Town Manager's contract. Ms. Eliot said that that was for people to come and talk to her about.

Mr. Schulman reminded everyone that the Annual Taste of Nashoba was the following night beginning at 5:30pm.

Mr. Petropoulos said that the School Committee would be meeting on Wednesday to vote on a final budget.

TOWN MANAGER'S REPORT

1. Mr. Haddad said that there was a scrivener error in the contract that he had emailed the Board. He said that he had since fixed the error and the Board received revised copies that day. Mr. Degen said that at their meeting the week before they received a redlined contract which was somewhat confusing. He said that the Board asked the Town Manager for a clean copy which he provided. Mr. Degen said that he reviewed the contract over the weekend and came up with a serious error to which he alerted the Chair and Town Manager of that morning. Mr. Petropoulos interrupted Mr. Degen and asked that he keep it concise. Ms. Eliot asked if this changed or altered the agreement. Mr. Degen said it was a substantial issue. He said that he found inconsistent language adding that the max accrument of vacation time had been eliminated in the version given to them which could have exposed the Town to tens of thousands of accrual liability. He said that no apology was offered by the Town Manager. He said that he wanted the Board to discuss and ask for a thorough review of the contract adding that the Town Manager had sent it to Town Counsel for review that morning and accused him (Mr. Degen) of making this a political issue. Mr. Degen said that the Town Manager should have had this drafted by

Town Counsel. Mr. Degen said that this was outrageous and another reason they should not renew the Town Manager's contract. Ms. Eliot said that she too read the contract and email from Town Counsel adding that the language had been added to the contract they had in front of them. She said that they had already voted on this contract in Executive Session adding if he didn't want to sign it that was another issue. Mr. Schulman said that they had some real important things to discuss that night adding he was ready to sign the contract. He thought this was a lot to do over a typographical error as anything. Mr. Petropoulos said that he was disturbed by this adding he was not sure how this could have been omitted. He said that this was an assertion not an accidental deletion adding he had the copies to demonstrate it. Mr. Petropoulos said that he wanted an explanation before he signed the contract. Mr. Haddad said that he would like to explain as he was being accused of malfeasance. Mr. Haddad said that when he did the original redlined offer, one of his proposals was to have a week's vacation buyback. He said that he changed the entire paragraph for his original offer and used that version to complete the final redlined version. He said that that was not done on purpose adding it was an oversight. Mr. Petropoulos said that the redlined version had no signs of that. Ms. Eliot asked that they move on. Mr. Haddad said that he would not do something on purpose. Mr. Petropoulos said that they could talk about this later and bring it back next week. Mr. Haddad said that it was a mistake and accidental and was shocked they were making these accusations against him that night. Mr. Petropoulos said that he had asked for an explanation and was not receiving one. Mr. Haddad said that he just provided them with an explanation. Ms. Eliot said that was enough. Mr. Petropoulos said that they had asked for an explanation and will leave it unexplained. Mr. Haddad stated again that he just provided an explanation.

Mr. Petropoulos said that two members were prepared to sign the contract that night and asked if there was any reason they should not move forward. Mr. Degen said that they didn't get an explanation. Mr. Schulman said that neither Mr. Petropoulos nor Mr. Degen were going to sign the contract anyway and asked that they move on.

2. Mr. Haddad said that he as requested asked Town Counsel to review the proposed override question to incorporate changes discussed at last week's meeting. He said that Town Counsel approved the following wording:

Question 1 – Shall the Town of Groton be allowed to assess an additional \$1,899,746 in real estate and personal property taxes for the purpose of funding the Town's Annual Operating Budget, including the Town's share of the cost of operating the Groton Dunstable Regional School District for the fiscal year beginning July first two thousand sixteen? Yes _____ No _____

Mr. Degen said that it was consistent with what they had discussed with the taxpayers and thought it was incumbent on them to move this forward. Ms. Eliot also thought it was consistent with their joint meeting. Mr. Schulman also agreed that this was what they talked about. Mr. Petropoulos said that he was concerned with the dollar amount. He said that he would like to ask the School Committee to provide them with phased budgets over a few years. He said that this would be something they could discuss later on in the meeting. Mr. Haddad said that he was going to suggest they defer their budget discussion until next week adding that the Finance Committee and School Committee were meeting this week to discuss the budgets. He said that they could amend that number next week. Mr. Haddad said that he would, however, like the Board to call for the override vote to occur on May 17th.

Mr. Degen moved to authorize a ballot question on May 17th as read by the Town Manager and stated in the Town Manager's Report contingent on a final number by the Finance Committee based on their deliberations. Mr. Schulman seconded the motion. The motion carried unanimously.

2016 SPRING TOWN MEETING WARRANT PUBLIC HEARING

Mr. Haddad read public hearing notice into record.

Mr. Degen moved to open the public hearing. Ms. Eliot seconded the motion. The motion carried unanimously.

Mr. Degen moved to suspend public hearing to the conclusion of the Class II license discussion. Ms. Eliot seconded the motion. The motion unanimously.

OTHER BUSINESS

Mr. Haddad said that they received a request from Groton Service Center located at 15 Elm Street for a Class II license to sell used cars. Mr. Haddad said that the property was granted a special permit but after reviewing the conditions again, noticed that the special permit granted by the ZBA was non-transferable. He apologized for the oversight. Ms. Eliot asked if they could issue the permit contingent on the ZBA's decision. Mr. Haddad suggested that they wait until after the ZBA renders a decision.

2016 SPRING TOWN MEETING WARRANT PUBLIC HEARING

Mr. Degen moved to reconvene the public hearing on the warrant. Ms. Eliot seconded the motion. The motion carried unanimously.

Mr. Haddad said that page 2 of the warrant listed the offices and seats available for election this year as well as the wording for the override question that would be on the ballot.

Mr. Haddad said that Article 1 was to Hear Reports of Boards and Committees. Mr. Schulman said that the Charter Review Committee was planning on making a brief presentation. Ms. Eliot said that the Municipal Building Committee for Prescott was also planning on making a presentation. Mr. Degen said that the Affordable Housing Trust may be giving an update on 134 Main Street. Mr. Petropoulos said that the Non-Profit group would also be presenting.

Mr. Haddad said that Article 2 was Elected Officials' Compensation adding he left this as written in the past as he was waiting for the final decision of the Finance Committee on the a request to make the stipends \$1 for Board of Selectmen officials and Board of Assessors officials. Mr. Degen said that he made the request adding that when you zero out a line item it was hard to bring it back in the future. He said that this would leave the door open for an increase in the future. Mr. Green said that they would discuss this.

Mr. Haddad said that Article 3 was the Wage and Classification Schedule for the three bylaw employees which called for a 2% wage adjustment which followed the Supervisors' Union. Mr. Petropoulos asked if it included any performance incentives also. Mr. Haddad said that it did not adding that was part of the operating budget.

*Mr. Petropoulos, Mr. Degen, Mr. Schulman and Ms. Eliot were all in support of Article 1.
The Board asked to wait to take a position on Article 2 until hearing from the Finance Committee.
Mr. Petropoulos, Mr. Degen, Mr. Schulman and Ms. Eliot were all in support of Article 3.*

Mr. Haddad said that Article 4 was the FY2017 Operating budget. He said that because the Finance Committee was taking up the final budget later that night he thought it was premature to discuss this any further.

Mr. Haddad said that Article 5 was to transfer money from the operating budget into the OPEB trust. He said that they transferred \$200K last year and was suggesting that they transfer the same amount this year. Ms. Dufresne said that they might even be able to bump that amount up to \$215K. Mr. Degen said that he was concerned they couldn't sustain their budget obligations and suggested that they fund it and raise it as much as

they could. Mr. Degen asked if they could take money out of the stabilization fund to fund this. Mr. Haddad said he wouldn't suggest doing that adding they would be going out to bond later on and they needed to show a healthy fund balance. Mr. Degen said that it took two years to convince him to do this and he now agreed but thought they should try to fund OPEB higher than planned for. Mr. Petropoulos said that the Sustainable Budget Committee would look at this. Mr. Green said he thought this was a larger discussion that needed to be had and not something that should be decided quickly.

The Board supported Article 5.

Mr. Haddad said that Article 6 was the FY17 Capital budget. Mr. Degen said he thought the items listed were all scheduled replacements except for the tasers. Mr. Degen said that it was his understanding that the old police/fire boat was not lake worthy or water worthy adding that if they bought a boat and put an officer in it there would have to be time available to man it. Mr. Haddad said that the Police Chief would have to make a decision to place a man on a boat for a period of time. He said that there was no specific line item for this time. Mr. Degen asked if there was capabilities of towing it available. Mr. Haddad said that the Fire Department could tow it. Mr. Degen said that he was in favor of this and didn't want to be taken the wrong way. Mr. Petropoulos said that he too would like to know more about manning it also before he voted on it. Mr. Haddad said that he would get more information from the Chief.

The Board was in favor of the Capital Budget but not the boat until they had more information.

Mr. Haddad said that Article 7 was requesting money to conduct a feasibility assessment for Senior Center. He said that they received nine proposals to the RFP adding that the Committee had narrowed those down to three firms which they were interviewing. Once interviews were complete they would open the cost proposals. Mr. Degen asked if Mr. Haddad had a feel for maximum cost. Mr. Haddad said that he did not adding he didn't want to throw any numbers out there.

The Board withheld their recommendation.

Mr. Haddad said that Article 8 was a request to run a sewer line to the property newly owned by Indian Hill Music on Old Ayer Road. He said that this was a placeholder for now. Mr. Schulman stated he was recusing himself from this discussion. Mr. Orcutt said that this was similar to a request a few years ago from Thomas More College and was written in the same fashion. He said that they were looking at approximately 4K gallons of capacity; slightly above what Thomas Moore asked for. Mr. Petropoulos asked if there were any costs to taxpayers. Mr. Orcutt said there would not be adding Indian Hill would pay for this all. Mr. Degen asked if the extension was for the sole use of the property. Mr. Orcutt said yes. Mr. Petropoulos asked if there was sufficient water to the property. Mr. Orcutt said there was.

The Board withheld making a recommendation.

Mr. Haddad said that Article 9 was to transfer money appropriated in the FY16 capital budget to relocate and restore the playground behind Prescott School to Cutler Field and instead take that money already appropriated and purchase new playground equipment for Cutler Field. He said that new equipment would be the same cost as restoring and moving the old equipment, would be ADA compliant and would come with a warranty. Mr. Haddad asked the Board to support this article. Ms. Haberlin said that the Park Commission voted 3 for and 1 against. Mr. Petropoulos asked if there were plans for the existing equipment. Ms. Haberlin said that they were waiting to see what was going to happen with Prescott and maybe just rehab what's there.

The Board was in support of this Article.

Mr. Haddad said that Article 10 was to request funds to repair the retaining wall at public library. He said that the estimate was \$30K. He said that this was something that was definitely needed and would require a building permit. Mr. Degen asked if an engineer had been contacted. Ms. Abraham said that they contacted the building inspector and were told an engineer wasn't needed. Mr. Degen said he was concerned about spending this money without an engineer's opinion. Ms. Allen said that they were not replacing the wall but fixing what was there. Mr. Petropoulos asked Mr. Degen if he was concerned about the longevity of the wall. Mr. Degen said he was adding that he would like to hear what an engineer had to say before spending money on band aid fix. Mr. Petropoulos asked if they could ask the contractor for an extended warranty adding he was not interested in signing up for something that was not going to be guaranteed.

Mr. Degen said he would withhold his support pending clarification.

Ms. Eliot asked if this was on town property. Ms. Allen said it was adding they needed access through the neighbor's property. Mr. Petropoulos asked if that was a concern. Mr. Haddad said it was not as long as they obtain something in writing. Mr. Green asked what it would cost to hire a structural engineer. Mr. Degen said around \$500-600. Mr. Haddad said he would work with Ms. Abraham. Mr. Delaney said that they could ask Mr. Val Prest to look at it.

Mr. Haddad said Article 11 was requests for line item transfers adding they didn't have a list finalized just yet. He said that a couple of things he did know about where possible transfers into the police wage line item and the same with a transfer in the fire wage line item. Ms. Dufresne said that there would be a small transfer needed for the Country Club also. Mr. Haddad said that was because they opened a little bit early, something they had already discussed.

Mr. Haddad said that Article 12 was for the Snow and Ice deficit adding this article may be withdrawn still. He said that they were only going to use \$100K more than budgeted this year. Mr. Haddad said that he thought they should withdraw it and account for it next year. Ms. Dufresne said that she was comfortable with this. Mr. Degen asked if they were to leave it in place and not withdraw the article, could they fill the salt shed this year. Mr. Haddad said that Mr. Delaney could not fill the shed under this article.

Mr. Haddad said that Article 13 was a standard article requested every year by the Water Commissioners adding that they would have a better understanding of what they would like transferred as they get closer to Town Meeting. Mr. Orcutt said that they had a couple of projects last fall such as cleaning of the wells which was not an expected job adding he thought they might be looking for around \$50K.

Mr. Orcutt said that Article 14, Sewer Transfer would be right around the same amount also.

The Board deferred taking position on Articles 13 and 14 until Town Meeting.

Mr. Haddad said that Article 15 was Prior Year Bills adding they were anticipating a few. He said that one would be for gas costs from Sprague as mentioned in previous meetings and one was a lost bill from the Police Department from February 2015. Mr. Delaney said that he was estimating that the gas bills would be coming in around \$11K. He said that this was because the gas meter at the Public Safety building was broken and the Town was only being billed minimum charges. He said that once National Grid figured out the meter was broken they came back with estimates to make up for past due amounts the Town should have been paying even though we didn't know the meter was broken. Mr. Degen asked if they were looking at past charges vs. present. Mr. Delaney said that they were working on a comparison now.

Mr. Haddad said that Article 16 was a standard article for reimbursable grants. He said that the deficit was \$547 and asked the Board to support this. He said that the grant deficit was for a grant that dated back to FY 2014.

The Board unanimously supported this article.

Mr. Haddad said that Article 17 was to seek support for a new program to help aid the elderly. He said that people could donate money to a fund and those that need assistance can apply for tax assistance. He said that this was brought to his attention by the Moderator as it is being done in Westford and asked the Board to support this. Mr. Degen said that he thought this was a great idea and was happy that the Moderator brought this forward. He said he wholeheartedly supported this. Ms. Eliot asked if the donations would be tax deductible. Mr. Haddad said that they would.

The Board was unanimous in their support of this article.

Mr. Haddad said that Articles 18 and 19 were CPC articles. Mr. Russ Burke explained that money received through taxes and from money collected at the Registry of Deeds was where Groton received its money to fund CPA projects. He said that they had about \$650K which is split amongst the buckets with the largest amount going to Unallocated Expenses. This article gave them permission to place money in the appropriate buckets so that requests could be funded. Mr. Petropoulos asked if this was the same thing they did every year. Russ-Mr. Burke said that it was.

The Board unanimously supported Article 18.

Mr. Burke said that Article 19 was to request that Town Meeting fund projects brought forth by the CPC. He said that they received six applications of which two had withdrawn.

1. Housing coordinator Application: \$55K. Mr. Burke said that this was for an ongoing position and something that had been funded for the past few years. He said that this position was charged with forwarding the goals and objectives of the housing production plan and who works with the Town, Affordable Housing Trust and Planning Board on affordable units. He said that this would be funded by the Community Housing bucket.
2. Middle School Track Rehabilitation: Mr. Burke said that the applicant had received support from the Board of Selectmen to move forward with a proposal to refurbish of track that was characterized as being in poor condition. He said that the request was for \$160K and would be funded by the Unallocated Reserve bucket.
3. Monument Restoration: Mr. Burke said that the mile marker restoration project had been approved at different phases by previous Town Meetings adding that the Historical Commission would like to continue having these monuments restored. He said that the request was for \$38K to look at other markers in Town and would be funded by the Historic bucket.
4. Prescott School Upgrades: Mr. Burke said that the request had been made by the Friends of Prescott to make updates to the building. He said that they were requesting \$165,071. He said that this proposal had been refined during the review process adding that the CPC was told that the funding was necessary for life safety code issues. They would be looking to update accessibility issues and for fire safety (sprinkler system). He added that that CPC was assured that the improvements were not presumptive or preemptive. He said that the CPC knows the Town does not have a final destiny for this building and had discussed that on numerous occasions. He said that \$100K would be funded by the Historic bucket and \$65K out of the Unallocated bucket.

Mr. Burke said that the CPC voted to support these unanimously except for one abstention for a technicality. Mr. Schulman said that he was in favor of the Prescott upgrades based on the condition that they were not throwing away any money on this work.

Mr. Degen asked if the housing salary was a fully loaded cost. Mr. Haddad said that it was and included benefits. Mr. Degen asked about a possible share with Devens he had heard about. Mr. Burke said that that had been withdrawn as it would be difficult to integrate the reimbursement costs with our CPC funding.

Mr. Degen said that he didn't recall lending support for the track project but thought it made sense to repair something the Town owns. Mr. Haddad confirmed that the Town was the owner of the track. Mr. Degen said that this also benefited the school district adding that Dunstable had a CPC. He asked why they were paying 100% for something that Dunstable students also use. Mr. Burke said that the applicant had reached out to Dunstable CPC adding it was still an open item being discussed. He said that the budgeting cycles for the two towns did not match adding that the applicant was continuing to pursue discussions and there seemed to be willingness on Dunstable side to participate.

Mr. Degen said that he supported proposal C (the Milestone Restoration) adding it was a perfect use of funds. He said he thought Proposal D (Prescott School) was premature adding they didn't know what the building would be. He said he was highly concerned about money being appropriated for this at this point. Chief McCurdy said that they needed to be careful with the Prescott School. He said that sprinkling only part of the building could trigger additional safety systems. He said that this would need to be coordinated with himself and the building inspector. He said that if they were to only sprinkler the 2nd floor, accessibility of the building may require through code that the entire building be done. Mr. Burke said that the Friends represented that they had not exceeded the percentage requiring them to do the entire building. Ms. Eliot said that she was not a code specialist but was not convinced enough yet to support this article and appreciated the Chief's comments. Mr. Easom spoke as a Member of the Friends stating there was a complete code review of the building whereas they were only at 30% of the assessed value of the building. He said that they were well under the \$600K threshold. Mr. Degen said that he was still concerned about the fact that they didn't know what the reuse of the building would be yet. Mr. Delaney said that the building was a municipal building which fell under his scope. He said that Mr. Platt had reached out to him and had since been working with him and Steve Byrnes, GD Maintenance Supervisor, on these items.

The Board was unanimous support for Proposal A.

Mr. Degen said he would conditionally support Proposal B and wait to see what Dunstable's CPC does. Mr. Schulman said that he supported this even if Dunstable did not. Mr. Petropoulos said that he was at Town Meeting. Ms. Eliot was also at Town Meeting. Mr. Degen changed his mind to be at Town Meeting.

Mr. Schulman, Mr. Degen and Ms. Eliot were in support of Proposal C. Mr. Petropoulos said that he reluctantly supported it.

Mr. Degen was against Proposal D. Ms. Eliot was at Town Meeting and Mr. Petropoulos and Mr. Schulman were in support of it.

Mr. Haddad said that Article 20 was a request from a class at GD Regional who was looking to make Saipan a sister city. Mr. Degen, Mr. Schulman and Ms. Eliot were in support of this. Mr. Petropoulos said that he could not support this yet. He said that they had not provided him with what the benefit of this was yet. Mr. Degen said that these were kids bringing this forward and thought they could come to Town Meeting and explain their position. He said that they should be giving them the support they need to guide them through this. Mr.

Petropoulos said that he would support this pending the students coming to Town Meeting. Mr. Schulman thought the fact the students were planning to attend Town Meeting was a learning experience. *Mr. Petropoulos withheld his support for the time being.*

Mr. Haddad said that Articles 21 and 22 were zoning articles and the Board would probably want to wait until the Planning Board holds their public hearing.

Mr. Haddad said that Articles 25, 26, 27, 28, 29, 30 were part of the Consent Agenda and involved grants, revolving funds, etc.

The Board withheld supporting the consent agenda until the Finance Committee takes their position.

Mr. Haddad said that Article 23 was brought forth by Animal Control to reduce the dog confinement period from 10 to 7 days. Mr. Delaney said that this would bring them in line with state law adding there was no downside to this.

The Board was unanimous in its support of this.

Mr. Haddad said that Article 24 was for a non-binding resolution for the Tennessee Gas Pipeline. He said that the Board had already taken action on this. Mr. Schulman asked if this was to see if the public agreed with the Board's decision. Mr. Haddad said it was. Mr. Degen asked if that meant they would withdraw if the Town meeting didn't agree and asked if they could withdraw. Mr. Haddad answered yes. Ms. Eliot asked if this was necessary. Mr. Petropoulos said that he didn't believe it was necessary but asked for it to be on the warrant. He said that people could ask them why they did this without asking them and would legitimize the stand they took.

Mr. Degen supported it going to Town Meeting for a vote. Ms. Eliot said that she was going to wait. Mr. Petropoulos said that he did not support this. Mr. Schulman said that he gave it grumbling support.

Mr. Degen moved to continue the Public Hearing to next Monday at 6:15pm. Mr. Schulman seconded the motion. The motion carried unanimously.

Mr. Haddad left to attend the Finance Committee meeting.

Mr. Hartnett said that he took four bids last week on a \$2.48M bond note. He said that the low bid was 0.75% and the paperwork he was handing the Board required their signatures.

Mr. Degen moved to sign the bond anticipation note of \$2,487M. Ms. Eliot seconded the motion. The motion carried unanimously.

OTHER BUSINESS

1. Mr. Petropoulos said that he had run numbers relative to Groton and Dunstable numbers and shared pay. He said that comparisons had been made to other towns also. He said that he ran the average home value, tax rate, etc. and Dunstable looks to be equal to Groton. He said that their tax rate was considerably less than theirs but in theory there was no disparity and Dunstable should be able to afford this increase. Mr. Petropoulos added that they had elected to have a lower tax rate. Mr. Degen said that the presentation made by one of Dunstable's Selectmen to them was rather than funding regional district agreement through the current formula they would use a disproportionate financing

alternative. Ms. Eliot said suggested they keep it the way it was currently. Mr. Petropoulos agreed adding he saw no substantiation that they could not afford it. Mr. Degen also agreed.

2. Mr. Petropoulos said that he did not have enough information to discuss this and because the Personnel Board was not present, he suggested putting it off for another day.

MINUTES

- *Ms. Eliot moved to approve the Executive Session Meeting minutes of November 23, 2015 and release them. Mr. Schulman seconded the motion.*

Mr. Petropoulos said that he thought the minutes were insufficient and sent email to Town Counsel about it. Mr. Degen said that he believed that they conveyed the overall concepts without being specific and thought that trying to put more specificity in there might be difficult. He said as long as the content and handouts were included he was okay with them.

The Board unanimously approved the minutes and the release of them.

- *Ms. Eliot moved to approve the Executive Session Meeting minutes of November 30, 2015 and release them. Mr. Schulman seconded the motion.*

Mr. Degen said that he thought the Board rejected the advice of Town Counsel on item #3. Mr. Schulman agreed.

Mr. Degen moved to amend the November 30, 2015 meeting minutes and include a statement that references that they rejected the advice of Town Counsel at that time. Ms. Eliot seconded the motion. The motion carried unanimously to approve and release the minutes.

- *Ms. Eliot moved to approve the December 21, 2015 Executive Session Meeting minutes and release them. Mr. Schulman seconded the motion.*

Mr. Petropoulos said that they talked about the index and performance bonuses adding that item #4 needed to be elaborated on. The meeting times needed to be changed also to reflect the correct times. Mr. Petropoulos asked Mr. Schulman if he would redraft them. Ms. Eliot asked Mr. Petropoulos if he had something he would like to propose. Mr. Degen said he was not sure it made a difference at this time.

Mr. Degen moved to approve the Executive Session Meeting minutes of December 21, 2015 as amended that evening and release them. Mr. Schulman seconded the motion. The motion carried unanimously.

- *Ms. Eliot moved to approve the Executive Session Meeting minutes of January 25, 2016 and release them. Mr. Degen seconded the motion adding that the minutes really captured what was going on. Mr. Petropoulos said that there was one section he would like to see more of the conversation context added and would provide language and bring them back to a future meeting.*

- *Ms. Eliot moved to approve the Executive Session Meeting minutes of January 28, 2016 and release them. Mr. Degen seconded the motion. The motion carried unanimously.*

- *Mr. Schulman moved to approve the Executive Session Meeting minutes of February 8, 2016 and release them. Mr. Degen seconded the motion. The motion carried unanimously.*
- *Ms. Eliot moved to approve the Executive Session Meeting minutes of February 18, 2016 as amended and release them. Mr. Degen seconded the motion. The motion carried unanimously.*
- *Ms. Eliot moved to approve the Executive Session Meeting minutes of February 22, 2016 and release them. Mr. Schulman seconded the motion. There was a brief discussion about redacting the first couple of paragraphs and was decided it was best to do that at this time until that matter had been dealt with. Mr. Schulman seconded the motion. The motion carried unanimously.*
- *Ms. Eliot moved to approve the March 9, 2016 Executive Session Meeting minutes-Session 1 and release them. Mr. Degen seconded the motion. The motion carried unanimously.*

The meeting was adjourned at 9:10pm.

Approved: _____

Stuart Schulman, Clerk

respectfully submitted,
Dawn Dunbar, Executive Assistant

Date Approved: 5/2/16