

PENDING BOARD OF EDUCATION APPROVAL
REGULAR BUSINESS MEETING OF THE PLAINVILLE BOARD OF EDUCATION
PLAINVILLE, CONNECTICUT
MONDAY, MARCH 9, 2020
Plainville High School Cafeteria
Plainville, Connecticut

7:00 p.m.

Regular Business Meeting of the Plainville Board of Education, PHS Cafeteria

I. CONVENE: PLEDGE OF ALLEGIANCE

Board Chair Becky Tyrrell called the regular business meeting of the Plainville Board of Education to order at 7:00 PM. Brent Davenport led the Pledge of Allegiance.

Members Present: Mesdames Hardy, Martinez, Palmieri, Peterson, St. Lawrence, Tyrrell, Wells, Messrs. Davenport and White

Also Present: Steven LePage, Superintendent of Schools
David Levenduski, Assistant Superintendent
Allie Chambrello, Student Liaison

Absent: Sam Adlerstein, Director of Business and Operations

Late Arrivals: None

Early Departures: Brent Davenport, 7:11 PM

Returns: None

II. SPECIAL PRESENTATIONS:

A. CABA Bonnie B. Carney Communications Award of Excellence presented to the Plainville Board of Education

The Board was presented awards by Julie Ausere from CABA for the following: *Plainville Community Schools Business Brief; Plainville Community Schools Plainville Adult and Continuing Education Ed Program Guide; Plainville Community Schools Going Green and; Plainville Community Schools, The Plainville Plate-Cookbook (Special Project)*

Mr. LePage thanked Director of Community Relations, Lynn Davis, who is instrumental in the receiving of these awards.

B. Everyday Hero Presentation: Joyce Lynch, Middle School Library Information Teacher

III. APPROVAL OF MINUTES

A) A MOTION WAS MADE BY FOSTER WHITE TO APPROVE THE MINUTES OF THE BOARD'S REGULAR BUSINESS MEETING OF FEBRUARY 10, 2020 AS PRESENTED. THE MOTION WAS SECONDED BY CRYSTAL ST. LAWRENCE. THE MOTION UNANIMOUSLY CARRIED 9-0.

Mrs. Tyrrell stated that there are some issues going on within the community that have brought many people to this evening's meeting. Before opening Citizen's Comments she asked Robert Lee, Town Manager, and Chief Matthew Catania to address the audience. She also thanked the Town Council and Town Manager for canceling their worksession meeting to be here.

Mr. Lee then read a following memorandum dated March 9, 2020 from the Plainville Police Department regarding the Federal investigation of a Plainville resident.

Mr. Lee stated that when he and Chief Catania became aware of this situation on Friday, they decided to meet over the weekend with Steve LePage, Superintendent of Schools, to update him on the investigation. Mr. Lee stated that information has been continually developing over the past couple of days. With cooperation from Mr. LePage, a meeting location has been obtained across the hall from the cafeteria to speak to any parent(s) who may have questions and/or concerns regarding the incident. Members of the Town Council were also present.

IV. CITIZEN COMMENTS

There were no citizen comments

A) RESPONSE TO CITIZEN COMMENTS

No response to citizen's comments

V. COUNCIL LIAISON

Mrs. Pugliese asked Mrs. Tyrrell to report that the Town Council is currently working on the 2020-21 budget and will begin worksessions this week with various town departments and the Board of Education.

VI. SUPERINTENDENT'S REPORT

A) Technology Update

Mr. LePage introduced Kevin Ross, the District's IT Director, who gave a full comprehensive report on the state of Technology.

Mr. Ross stated that his last presentation on Technology was in 2017. He went on to say that in previous years his presentations have strictly been developed to give the Board an overview of technological needs for the district. However, now that the requests are a part of the capital plan, the Board is updated frequently. He stated that this presentation will highlight his staff, their accomplishments over the last few years, and a walk down memory lane.

He reported that since July 1st, the Technology Department has closed 3,031 tickets which averages out to about 17.25 tickets per day. Most staff members putting in a ticket will get a response within the same day. Over the last few years, the amount of tickets per year include: 3,544 in 2017; 3,094 in 2018; and 2,906 in 2019.

Mrs. Ross reviewed each of the Technology staff members and the tasks they perform: **Karel Zettergren** has been with the school system for 28 years. She was once an Office Professional at the Middle School of Plainville and is now the district's Data Integration Assistant. Karel supports all office staff and trains new staff members when hired. She does PowerSchool reporting and does scheduling for both the High School and elementary schools. Most of what she does is high end reporting, i.e., transcripts, etc.

Mark Alfano has been with the school system for 17 years and is the District's Data Integration Specialist. Mark helps build the system that everyone in the district uses. He also maintains PowerSchool and Performance Tracker (a tool that analyzes student data). In addition, he also works on surveys and anything that has to do with data integration.

Dan DeMur has been with the school system for 11 years and is the District's Network Manager. According to Mr. Ross, "He is the guy that makes things go." He is instrumental in building and maintaining the network and servers for both the Town and the schools. Dan is also the person who knows the most about the police IT system.

Doug Miller has been with the school system for 5 years and is the District's Lead Technician. Doug keeps track of the day to day tickets deciding which technician will do which job. Both Doug and Dan DeMur are Plainville High School graduates.

Nick Midolo has been with the school system for 6 years and is a Technician, as is **John Wyzykowski**, who a year ago came to us from the Burlington School system.

In December, John Dera, Lead Technican for the district left Plainville Schools and went on to the Southington School system. Administrators decided not to replace him and to use some of the savings to increase salaries for other positions.

Mr. Ross then stated that the VEX IQ State Championship took place at the Middle School on Saturday. Over the weekend, Dan DeMur received an email thanking him for the tremendous job he did to support Technology for the competition. Mr. Ross also reported that Dr. Betty Sternberg from CCSU also gave accolades to his staff for the work they did to help with the Educational Leadership event which was held at the High School on February 27. He stated that he is very proud of his staff who go above and beyond.

Mr. Ross then took a walk down memory lane. He discussed various areas where the department has taken on projects to help offset spending.

At the High School:

Before 1:1 there were 350 Devices

Cad Lab, Com Lab, Rooms 126, 123, 201, Uppermedia, Art, World Language + 5 carts of 30 laptops

Labs: \$240,000 Laptops: \$150,000 Total: \$390,000 to replace

Today there are 785 Devices

Three purpose built labs, Art, and 1:1 for 710 students at \$225 per Chromebook

Labs: \$90,000 Chromebooks: \$168,750, Total: \$258,750 to replace

Difference in savings: \$131,250

At the Middle School:

Before 1:1 there were 220 Devices

Labs Rooms 201, 302, 511, 515, 4 carts of 30 laptops

Labs: \$120,000 Laptops: \$120,000 Total: \$240,000 to replace

Today there are 625 Devices

Rooms 505, 507, 515 and 1:1 for 550 students at \$225 per Chromebook

Labs: \$90,000 Chromebooks: \$123,750, Total: \$213,750 to replace

Difference in savings: \$26,250

At the Elementary Schools:

Before 1:1 there were 450 Devices

Three computer labs, 25 carts of 25 laptops

Labs: \$90,000 Laptops: \$375,000 Total: \$265,000 to replace

Today there are 675 Devices

1:1 Chromebooks grades 3-5 and 7, Chromebooks in grades 1 and 2 @ \$225

Chromebook \$151,875

Difference in savings: \$313,125

$\$131,250 + \$26,250 + \$313,125 = \$470,625$ or 2,090 Chromebooks in savings. He stated that this amount is enough to replace all of the Chromebooks in the district.

Mr. Ross stated that it is his feeling that the technology department should bring value to the district. When it came time to purchase new phones, he and his staff bought them, also purchased the software and built the network. Everything was done in-house rather than going to outside vendors.

--The phone system was changed to VOIP system

--Cost before the switch in 2017 for the total phone bill was \$41,491

--Cost after the switch in 2019 was \$16,279

--Total savings for the first year: \$25,211.90

--The ROI Average Monthly savings \$1,750 x 35 months = \$61,250

--With the new system a caller can dial 911 without dialing an outside line

He stated that he is very proud of this accomplishment.

School Highlights:

--E-Rate usage over 70% of our available money, much higher than most districts

--Rotated multiple computer labs to keep best equipment in place (1 lab upgraded 4)

--Centralized copying and printing to lower costs. Year 1 was a savings of over \$20,000 and had no waste of paper.

--Upgraded to 21 PHS security cameras and continue to make improvements districtwide.

--Installed all of the touch LCD screens at PHS over the last 2 years (all done in-house, no hiring of outside vendors).

--Designed and implemented all the new technology for Wheeler School (no outside consultants needed).

--Continue to maintain a high level of uptime townwide. Very little down time for teachers, staff and students.

Shared Services High Lights

--Implemented new CAD system at Plainville Fire Department and Plainville Police Department (5 year project with computerized dispatch)

--Continue to maintain and upgrade all town computers—This year new computers at the Plainville Senior Center.

--Upgraded all Town Library computers for less than \$5,000 with reused devices from the schools.

--Maintain all Town servers at Plainville High School and in the school/town cluster.

- Helped pass a townwide fiber project to connect all town buildings and schools to a self-owned fiber network (warranted for 30 years)
- Upgraded and organized all town network infrastructure with newer equipment from the schools. Mr. Ross thanked the Board for allowing them to use E-Rate funding.
- Support all town departments from Technology Help Desk

B) Elementary Strategic Update

Mr. LePage introduced the three elementary Principals, Andrew Batchelder, Lynn Logoyke and Tawana Graham-Douglas who will discuss the state of the elementary schools. The Principals also introduced teachers, Susan Stoker, Kirsten Penner and Alicia Atterato who will also discuss student learning. Mrs. Logoyke began by referencing the Plainville Community Schools Vision Statement. She stated that this presentation will align specifically with various "Actions" regarding professional learning, i.e., learning the district is doing with teachers in order to shift instruction to where they want it to go, Learning targets and how they align with the instructional core, standards based curriculum, instruction and assessment, How do we know what children learn?, and interventions, should children not learn.

Mrs. Logoyke then reviewed the first Theory of Action:

If we use high-level PLC's and other collaborative structures to analyze both student performance and instructional practices; and shift instruction to meet all student needs, then student achievement will increase. She then called upon Andrew Batchelder, Wheeler's Principal who will report on PLC's.

Mr. Batchelder stated that PLC work leads to fulfilling the Theory of Action led by the Superintendent, building administrators and teachers. Key teacher leaders who have been catalysts for achieving Stage 6 have been Math and Literacy Instructional Resource teachers. Each teacher is then assigned to a grade level PLC where they become facilitators. They help PLC's arrive at collective commitment, establish agendas and organize the bullets on the slide shown, to make sure PLC time is maximized to the fullest extent. He went on to say that, teachers recently completed Stage 5 and one of the key elements is to now strive for Stage 6 (there are a total of 7 stages). To achieve that they will:

- use lesson and student protocols
- videotape snippets of instruction and student learning
- analyze results and making adjustments for students who are struggling and for those students who are exceeding expectation

Mrs. Logoyke review Theory of Action #2:

If we implement Learning Targets that align standards-based curriculum, instruction and assessment, then student engagement and achievement will increase.

She then called upon Tawana Graham-Douglas. Ms. Graham Douglas discussed the Theory of Action Goal: *Improve student learning through instruction by incorporating evidence and research-based instructional strategies, concepts, processes, and practices.* Susan Stoker then discussed the District ELA Goal and how it is implemented. Alicia Atterato and Kirsten Penner discussed the District Math Goal, additional areas of focus and instruction, and the new programs for Math. This PowerPoint is included in the minutes. Discussion ensued.

C) Board of Education Recognition

The Board received gifts from district schools' in honor of Board Appreciation month.

Mr. LePage reported that he has sent out five communications to parents and staff over the last five weeks regarding COVID-19. He stated that he participated in a conference call this afternoon with the Governor, state officials (Commissioner of Education), superintendents, municipal leaders and first responders. Recommendations and guidance were provided about school operations and considerations.

He reported that the Governor has restricted public gatherings within state colleges, universities and government agencies that exceed 100+ people who are in close proximity. Although this is not a mandate through a state of emergency, many districts are taking these precautions. Plainville schools will follow these guidelines effective today and until further notice. There will be several events of this nature, including field trips that will be impacted.

This year's Winter Sports Award Banquet will be split into smaller groups with family members in team rooms. Chris Farrell, Athletic Director, will send out a communication to families.

In addition, Mr. LePage will meet with fellow Administrators tomorrow morning to discuss these matters including what happens if school is canceled. If school is canceled two weeks or less, time will be made up over April vacation and/or the remaining days in June. Longer than two weeks, an exemption of the 180 day State requirement will need to go through the legislature.

Further, if school is canceled for a length of time, a waiver must be submitted to allow the use of distance learning at home and must ensure the equity of access. Teacher unions will need to be notified regarding contractual restrictions/allowances and what constitutes a workday. There are many complex areas if schools close for a longer length of time. Mr. LePage will keep everyone informed.

Upon further discussion, Mr. LePage thanked the Town Council, Mr. Lee and Chief Catania for their collaboration and attending this evening's Board meeting to discuss this very serious situation. He stated that he met on Saturday with Mr. Lee and Chief Catania to plan a response but did not want to alarm the community until further information was obtained. He also thanked Lt. Mullins, Sgt. Roper, Detective Rodriguez and SRO Martins for their help as well. He stated this is a very disturbing situation and that his heart goes out to all of the families who were impacted. He will take things one step at a time in an effort to move forward.

He then stated that he was very proud of the students who participated in the VEX IQ State Championship on Saturday. He reported that four Plainville teams made the finals. He thanked Camille Westfall and Laurel Schwartz for their support in bringing the Championship to Plainville.

Mr. LePage reported that the Plainville High School Cheerleaders came in second in the State Cheerleading Competition. He stated that they are a very talented group of students who are tremendous athletes and is very proud of their accomplishments. Although they were upset because they came in second they will compete to qualify for the New England Championships.

He then formally acknowledged the Board of Education. He stated that being a Board Member is not an easy task and can be a thankless and difficult job involving many hours. He thanked them for their individual commitment and thanked the students for their hand-created gifts. He then read something he found on the CAFE website entitled, *The Essential Attributes of a Good School Board Member*.

It states: School boards exercise their authority at board meetings. The effective school board member should exhibit a strong commitment to working with others on the board toward the common goal of providing the best possible education for the children in the community. There

are certain skills and attributes which are consistently present in successful board of education members. Good board members:

- ▶ Keep children first
- ▶ Maintain high standards of conduct
- ▶ Accept criticism
- ▶ Treat all individuals with respect
- ▶ Maintain channels of communication
- ▶ Focus on important issues
- ▶ Demonstrate critical thinking
- ▶ Maintain a sense of humor
- ▶ Believe in public schools
- ▶ Strive to reach consensus on difficult issues
- ▶ Work out interpersonal conflicts appropriately
- ▶ Manage stress and stressful situations
- ▶ Take responsibility for actions
- ▶ Are honest and sincere
- ▶ Value and seek challenges
- ▶ Get the information necessary to make good decisions
- ▶ Above all, have the capability to learn and grow as they recognize the scope of the responsibilities of service on a local board of education

It is important to remember that decision-making authority is vested in the board of education, Not in the individual members. Therefore, it is essential that members of the board of education be able to work well together to achieve their goals.

Allie Chambrello asked if schools do close, will it impact AP testing. Mr. LePage said that he would find out and will let her know.

VII. BOARD SUBCOMMITTEE REPORTS

A. Student Representative Report

Student Liaison Allie Chambrello reported on the following:

- ▶ The PHS Theater Club's play the *Haunted Cabin* was a big success.
- ▶ Spring Sports are set to begin as winter sports are coming to an end.
- ▶ The Plainville High School Jazz Band will be competing in the UCONN Jazz Festival on March 13 and will leave from there to compete in the University of New Hampshire's Jazz Festival in Durham, NH.
- ▶ PHS Parent/Teacher Conferences are scheduled for Wednesday, March 11
- ▶ The Mr. PHS Show will take place on Thursday, March 26 at 6:30 PM in the High School Auditorium.

B. Facilities/Finance Subcommittee Report—No Report

C. Policy Subcommittee Report—No Report

D. Curriculum Subcommittee Report—No Report

E. Outreach Subcommittee—No Report

F. PAC Liaison--Plainville High School Report

Mr. White reported on the following:

- ▶ The PAC will sponsor their annual butter braid fundraiser which started March 2 with a delivery of butter braids on April 3. Order forms can be obtained through the High School. All proceeds will go to Project Graduation.
- ▶ The next PAC meeting date will be held on March 11th at 7 PM in the PHS Learning Commons

G. PTO Liaison--Toffolon Elementary School Report—No Report

Mrs. Martinez reported on the following:

- ▶ The next Toffolon PTO meeting is scheduled for Thursday, March 12 at 7 PM in the Toffolon Cafeteria.

H. PTO Liaison--Linden Street Elementary School Report

Mrs. Wells reported on the following:

- ▶ The Linden PTO is gearing up for their Yankee Candle spring fundraisers. There are catalogs this year and there will be free shipping so that items can be sent directly to someone's home and out-of-town/state.
- ▶ Leprechaun Bingo is set for March 19
- ▶ Breakfast with the Easter Bunny is scheduled to be held on April 4
- ▶ The next Linden PTO meetings will be held on Wednesday, March 11 at 6:00 PM in the Linden Library and their supplemental meeting will be held on March 11th in Room 108 at 11 AM at Linden Street School.

I. PTC Liaison--Middle School of Plainville Report

Ms. St. Lawrence reported on the following:

- ▶ At their last meeting, member of the PTC created carnation bouquets for Valentine's Day. The event was a success.
- ▶ The next PTC meeting will commence on March 10 at 7 PM in the MSP Library.

J. PTO Liaison--Wheeler Elementary School Report—No Report

Ms. Palmieri reported on the following:

- ▶ The next meeting is scheduled for Thursday, March 12th.

K. CREC Council Report—No Report

Mrs. Tyrrell stated that the last CREC Council meeting was held immediately following the Legislative Breakfast on February 20. There wasn't much on the agenda to report.

L. Chairperson's Report

Mrs. Tyrrell reported on the following:

- ▶ A Day on the Hill festivities will take place at the Bushnell on March 11th
- ▶ The Wheeler Open House was a very nice event. Many community members attended and the kids were excited to show off their new school. She heard many positive remarks.
- ▶ The Town Council/BOE Budget Worksession is set for Wednesday, March 11 at 7 PM in Council Chambers. Mrs. Tyrrell recommends that resident's write a letter to the Town Council to let them know how they feel about the budget.
- ▶ Mrs. Tyrrell thanked all of the students and teachers for the gifts presented to them during Board Appreciation Month.
- ▶ Board Members attended the recent Legislative Breakfast. The breakfast was well attended and very productive.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

A) Board Open Forum

Foster White stated that he was thrilled to attend the VEX IQ Championship hosted by the Middle School of Plainville on Saturday, March 7. He stated that more than 130 middle school students and 90 elementary students competed. New teams were challenged to create a videotape explaining how robotics relates to STEM. The video can be no more than four minutes long. He hopes that bringing the Championship to Plainville will regenerate interest in Robotics in the schools. He thanked Camille Westfall and Laurel Schwartz (teachers) for all the work they did to bring this event to town. He stated that both teachers always put in that extra effort.

B) Quarterly Special Education Cost Report (October, January, March and June)

As of February 29th there are currently 20 out-placements, plus 1 transition service, 2 short term placements, and 11 magnet and tech support placements totaling 34 outplaced students. The original budget for tuitions is as follows: \$1,510,000. Budgeted Excess Cost grant amount: (\$510,000). Open Choice tuition reimbursement: (\$250,000). Total revised budget for tuitions: \$750,000. Expenditures /Encumbrances to date: \$1,513,829. Expected remaining expenditures: (\$3,183). Expected excess cost reimbursement: (\$470,646). Expected Choice Reimbursement: (\$290,000). Total expected expenditures: \$750,000. Forecast Surplus/Deficit: \$0.

Mr. LePage, reporting for Mr. Adlerstein, stated that paraprofessional support hired internally and through an agency are estimated to be unfavorable to the budget by (\$72,000) based upon what is known at this time.

C) Turf Committee Report (September & May)—No Report

D) Request Approval: Request for Bid Waiver to extend the lease and maintenance agreements for district copiers

The District's copier lease and maintenance agreements with Leaf and Office Works, respectively, expire on June 30, 2020. In 2016, the Educational Resource Collaborative of school districts (the ERC) bid these services together to obtain favorable terms. The current vendor offered ERC districts a four year renewal at equal to or lower than current costs with the other terms remaining the same, provided each district renew their agreement. Kevin Ross subsequently met with the vendor detailing technical analysis of usage and need. The proposal for Plainville adds five new locations and removes two other locations with a net gain of three copiers. The new lease payment is \$3,660 lower per year, offset by an increase in per copy cost to net to approximately the same overall cost. The plan is to begin the change-over to all new machines according to an agreement upon schedule beginning after the close of the school year. If we wish to move ahead, the vendor has given us a deadline of the 3rd week in March in order to place the order and maintain the necessary schedule.

The new lease cost will total \$251,410 over four years beginning September 2020, a reduction of \$14,641 for a net increase of three copiers. The lease savings will be partly reduced by ongoing, per copy, a maintenance cost which is expected to increase 8.0%.

A MOTION WAS MADE BY FOSTER WHITE TO AUTHORIZE THE SUPERINTENDENT OR HIS/HER DESIGNEE TO RENEW EXISTING COPIER

LEASE AND MAINTENANCE AGREEMENT AS DESCRIBED DURING THE MARCH 9, 2020 BOARD OF EDUCATION MEETING. NICOLE PALMIERI SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED 8-0.

X. CONSENT AGENDA--Board Approval


- (A) Budget Object Summary
- (B) Food Service Report
- (C) Check Registers
- (D) Non-Renewal of Non-Tenured Teachers
- (E) Request Approval of Toffolon Grade 5 field trip to Sturbridge Village, Sturbridge, MA, May 21, 2020
- (F) HR Report (Informational Item)
- (G) Private Donation for the month of February (Informational Item)
 - Elizabeth Harding Norton Trust donation to MSP for Acapella Music Program..... \$ 800.00

A MOTION WAS MADE BY FOSTER WHITE TO APPROVE THE CONSENT AGENDA AS PRESENTED. NICOLE PALMIERI SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED 8-0.

XI. Adjournment

A MOTION WAS MADE BY NICOLE PALMIERI TO ADJOURN THE MEETING. FOSTER WHITE SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED. The meeting adjourned at 8:35 PM.

Respectfully submitted,


Joan Calistro
Recorder of Minutes

**REGULAR BUSINESS MEETING OF THE PLAINVILLE BOARD OF EDUCATION
PLAINVILLE, CONNECTICUT
SUMMARY OF MOTIONS
MONDAY, MARCH 9, 2020**

2297. Approval of Minutes

A MOTION WAS MADE BY FOSTER WHITE TO APPROVE THE MINUTES OF THE BOARD'S REGULAR BUSINESS MEETING OF FEBRUARY 10, 2020 AS PRESENTED. THE MOTION WAS SECONDED BY CRYSTAL ST. LAWRENCE. THE MOTION UNANIMOUSLY CARRIED 9-0.

2298. Request Approval: Request for Bid Waiver to extend the lease and maintenance agreements for district copiers

A MOTION WAS MADE BY FOSTER WHITE TO AUTHORIZE THE SUPERINTENDENT OR HIS/HER DESIGNEE TO RENEW EXISTING COPIER LEASE AND MAINTENANCE AGREEMENT AS DESCRIBED DURING THE MARCH 9, 2020 BOARD OF EDUCATION MEETING. NICOLE PALMIERI SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED 8-0.

2299. Consent Agenda--Board Approval

- (A) Budget Object Summary
- (B) Food Service Report
- (C) Check Registers
- (D) Non-Renewal of Non-Tenured Teachers
- (E) Request Approval of Toffolon Grade 5 field trip to Sturbridge Village, Sturbridge, MA, May 21, 2020
- (F) HR Report (Informational Item)
- (G) Private Donation for the month of February (Informational Item)
 - Elizabeth Harding Norton Trust donation to MSP for Acapella Music Program..... \$ 800.00

A MOTION WAS MADE BY FOSTER WHITE TO APPROVE THE CONSENT AGENDA AS PRESENTED. NICOLE PALMIERI SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED 8-0.

2300. Adjournment

A MOTION WAS MADE BY NICOLE PALMIERI TO ADJOURN THE MEETING. FOSTER WHITE SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED. The meeting adjourned at 8:35 PM.

RECEIVED

MAR 12 2020

Cecilia Spuchy
TOWN CLERK