

**MINUTES**  
**of the**  
**REGULAR BOARD MEETING**  
**OF THE BOARD OF TRUSTEES**  
**VILLAGE OF NORTHFIELD**  
**Tuesday, October 21, 2008 - 7:00 p.m.**

The Board of Trustees of the Village of Northfield met in the Council Chambers of the Village Hall for the Regular Board meeting on October 21, 2008 at 7:00 p.m. The meeting was called to order by President John Birkinbine. The Village Clerk called the roll.

PRESENT:	President Trustees	John Birkinbine, Jr. John Chapin, Jr. Frank Charhut Joan Frazier Terry Gottlieb Ted Greene Fred Teichert
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**APPROVAL OF CONSENT AGENDA ITEMS:**

Trustee Chapin made a motion, seconded by Trustee Teichert, to approve Consent Agenda items 1 through 6.

1. Approve the Minutes of the September 16, 2008 Village Board meeting.
2. Approve the Bills and Disbursements from 9/6/08 to 10/10/08 in the amount of \$760,901.56.
3. Approve the 2009 Village Board meeting schedule.
4. Approve the Truth in Taxation resolution for the 2008 Tax Levy.
5. Approve a resolution supporting the City of Chicago's bid for the 2016 Olympic and Paralympic games.
6. Approve an amendment to various sections of the Village Board Community Events Sign policy.

Upon the following roll call vote, the motion was approved.

AYES:	Chapin Charhut Frazier Gottlieb Greene Teichert	NAYS: 0	ABSTAIN: 0	ABSENT: 0
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**CONSIDERATION OF THE TRAFFIC AND TRANSPORTATION COMMITTEE CHARTER.**

Trustee Chapin made a motion, seconded by Trustee Teichert to approve the Traffic and Transportation Committee Charter.

President Birkinbine noted that this topic was briefly discussed at the Committee of the Whole meeting just prior to the Board meeting after an update by Traffic and Transportation Committee Chair Fred Gougler.

Manager Sigman provided additional information noting that the Charter represents a recommended outline by the Traffic and Transportation of how they would function.

President Birkinbine commented that there had been a question about why it was done in Charter form as opposed to an ordinance or resolution. Manager Sigman noted that there are existing ordinances/resolutions that set forth the membership and other characteristics of the Committee but they did not outline any functions or responsibilities. Since the Traffic and Transportation Committee has become more active again, they reviewed what they felt would be happening in the community relative to transportation matters and recommended the Charter to give them guidance in their role.

Trustee Chapin asked Village Attorney Hill to describe the difference in how a Charter operates with regard to authority over a resolution or ordinance.

Attorney Hill noted that some of the Boards and/or Commissions in the Village Code are mandated by State statute and are established pursuant to the Illinois Municipal Code. He noted that the Traffic and Transportation Committee is not mandated or authorized by the Illinois Municipal Code. He commented that in the past, and as noted by Manager Sigman, the Committee has been given authority on a piecemeal basis as issues came up. If the functions are put in the Code, it makes them more permanent so there is less permanency when it is in Charter form.

Traffic and Transportation Committee Vice Chair Robert Hayward added that in the corporate world all public companies establish committees and the duties and responsibilities are not set forth by the company articles of incorporation because articles are hard to amend. He noted that the Corporate Board doesn't have the time to look at every issue and delegates the duty to the appropriate Committee and have them be the well-informed body that helps the Board fulfill its duties. The Charter concept gives the Board the ability to change the Charter. He noted that the development of the T&T Charter was a collaborative effort of the T&T members with input from Village Management and the Board's representative on the Committee. The foundation of the Charter was also a result of studying various T&T Committees across the country who have dealt with similar issues. It provides a roadmap to the Committee and also gives assurance to the Board that they have a well-informed body acting on their behalf with specific responsibilities.

Trustee Frazier thanked Member Hayward and the Committee for their efforts and was happy that the group is up and running again. She noted that she felt the Charter wording needed to be "tweaked" and planned to recommend that this matter be tabled until next month. She explained that since this is a Committee and not a Board or Commission, and that since there is an ordinance which mostly likely has wording that it is a Committee as authorized by the Board, she felt that aspect "as authorized by the Village Board" needs to be added to the wording in the Charter. Trustee Frazier stated specific wording of the Charter such as in 1) The Committee shall provide overall guidance and direction to the Board with regard to traffic. She commented that it should say, 1) The Committee shall inform and advise the Board. She felt that a Committee cannot direct the Board to do anything as a matter of policy. 2) Lead and coordinate all discussions. In this she noted the word "lead" should be taken out and it should read "coordinate all discussions". She noted that she felt the document takes a little too much authority away from the Board and it needs to reflect that the

Committee would operate under the authority of the Board. Trustee Frazier suggested turning the document over to Attorney Hill for additional review and have it revised to reflect the proper position of the Committee to the Village Board.

Member Hayward noted that a lot of it is semantics but the intent was to identify the Committee's responsibilities. It is not intended to usurp the Board's duties but it is meant to give a voice to an important Committee within the Village. He recognized that any decisions are at the mercy of the Board which controls funding and there is plenty of protection the Board has. Mr. Hayward responded they are happy to have the charter wordsmithed.

Trustee Frazier responded that she was not suggesting the Committee was attempting to usurp the Board's power but she noted she felt they had different ideas about what the Committee does versus what the Board does. She further noted that the Board is composed of elected representatives versus the Committee which is appointed. She added that it is not just semantics and if it was, the Charter would not be needed at all. The Board should give the Committee the parameters of what they should do. She further noted that the document is an excellent one but that it does not accurately state what the Committee's authority is. She added that if anyone represents the residents of the community, it is the Village Board and the Board has to make the major policy decisions about what the T&T Committee does.

Trustee Charhut praised the Committee for the Charter and the work they did on the parking issue around the Park District properties. He noted that he also agrees with Trustee Frazier that the Charter is a little off relative to what the Board's and Committee's relationship should be. He noted he could be satisfied if the following were added at the end of the Charter:

"None of the above shall be interpreted as approved actions or decisions by the Board of Trustees unless so voted by the Board and contained within the financial restrictions authorized by the Board. The Traffic and Transportation Committee shall report a summary of their activities to the Board of Trustees at their monthly scheduled meetings."

Member Hayward responded that it is the Committee's intent to provide those monthly updates and to keep the Board as informed as possible. He further noted he felt the Committee could address Trustee Charhut's and Trustee Frazier's concerns by tweaking some of the words in the document. He further recognized that the recommendations of the Committee have to go to the Board for approval. He added that under the kind of wording Trustee Charhut offered, the Committee would not have been able to accomplish one matter they were recently involved in which was to go out and get the right legal advisor for the Village. As a Committee they interviewed a number of law firms and selected the best and most efficient firm and attorney to represent the Village. He stated that the Committee cannot be hampered by the inability to do this. He noted, however, that the ultimate decision is always up to the Board since they control the money to accomplish this. He felt that by working on the wording in the current Charter it could then be brought back to the Board.

Trustee Chapin noted that he would withdraw his original motion if that is the easiest thing to do. President Birkinbine stated he would entertain a motion that approval of the Traffic and

Transportation Committee Charter be postponed until the December 1 Board meeting allowing the Village Attorney to work on the language.

Trustee Frazier asked to provide one more comment regarding this issue and questioned whether the Board should make T & T a Commission rather than a Committee.

President Birkinbine noted that her suggestion would be part of what is taken under consideration at the next meeting.

Member Hayward noted that things will start picking up after the first of the year and it is important that the Trustees and the Committee have a roadmap on what the group is supposed to do and whether they have any power. He hoped that the changes could be accomplished by working together with Chair Fred Gougler and himself so that adoption of the Charter would not be delayed beyond the next meeting.

Trustee Greene noted that the Charter was also intended to provide some authority to a group of people that are focused on the Willow Road issue and that although everyone expects it to be a multi-year process, from day to day things change quickly and the Committee would need the flexibility to respond. He noted that if the Committee does not have authority everything would transpire at the Board level and that is not effective for what has to be done over the next few years.

Trustee Charhut responded that he had heard that Traffic and Transportation had picked an Attorney to represent the Village in the upcoming meetings. He asked whether the Village was going to sign checks to the Attorney and if we are paying his salary out of Village funds, shouldn't this Attorney be approved by the Village Board?

President Birkinbine responded that what has transpired so far is just selecting a firm/attorney to represent Northfield from a number of attorneys and law firms with the principal idea of looking at the upcoming Phase I, Phase II engineering on Willow Road and making sure no expediting takes place which is why they selected someone knowledgeable in transportation and IDOT issues.

Trustee Charhut commented that he had heard this from Traffic and Transportation Chair Fred Gougler and he totally agreed with their recommendation. He asked whether the Traffic and Transportation Committee can choose an Attorney for the Village without the Board having a say.

Trustee Chapin commented that he thought it would require Board approval and if not why not?

Manager Sigman reminded them the Village Board authorized the Village President to expend up to \$100,000 for Willow Road expenditures with a cap that no more than \$20,000 a month is spent at any one point in time. The original contract with another Attorney under that \$100,000 fell through due to a conflict of interest of the law firm. When that happened, President Birkinbine asked the Traffic and Transportation Committee to interview and worked with them on selecting another Attorney/firm. Therefore, the Village President had the authority under the prior Board approval to enter into that agreement.

President Birkinbine noted that the agreement entered into so far just states the Attorney's rates. They have not been commissioned to undertake any specific projects. They will be waiting to hear from the Village Board and Committee on what they should do. They are proceeding with a

report that the prior legal firm started before determining there was a conflict of interest.

Trustee Chapin asked if the Board approved the consultant and whether it should have been approved at the Board level?

Village Attorney Hill commented that the authority the Board gave the Village President to spend up to \$100,000 on Willow Road subject to the restrictions mentioned by Manager Sigman is sufficient to give the President the authority to enter into agreements with consultants. However, it is has to be done according to the guidelines given to the Village President. If the Board believes at this point that if the Village is going to hire a law firm to advise T&T, the Board has the ability to say they want to approve who that is going to be.

Trustee Frazier in looking at 6) in the Charter noted it addresses this. It states that “the Committee shall recommend to the Village President the hiring and termination of all experts and advisors that the Committee (or the Board) determines to be useful. She noted she would change it to read “...that the Committee as authorized by the Board determines to be useful to fulfill its duties. She also noted that she is not suggesting in number 2 that the committee would not lead discussions but she felt it is more of an informing and advising to the Village Board.

President Birkinbine stated that the Plan and Zoning Commission does this in that they make a determination and then make a recommendation to the Board and he noted that he felt T& T would be doing the same thing.

It was pointed out that the Traffic and Transportation Committee, however, is spending money.

President Birkinbine explained that they do not have a check book and that the T&T Committee is just making a recommendation on where to spend the money.

Trustee Greene noted that the T&T needs to first have a plan of action and to bring it to the Board for any expenditures involved with that plan for hiring or other expenditures.

President Birkinbine also used the Village Center Redevelopment Committee as another example of how they were the point group that looked into this, delved into it and then made recommendation to the Board.

Trustee Chapin asked how T&T will interface with Trustee Greene’s group.

Member Hayward noted that there are a number of groups in the community that they would interact with some dealing with safer walking and biking issues. He noted that what would be more harmful is to have all the different groups going in different directions. He stated it is important that the Traffic and Transportation Committee help provide oversight to some of these other groups so that the School Board doesn’t go off and fight for their issues while the Traffic and Transportation Committee does the same thing. The Committee would provide an oversight or coordination function among the groups.

Trustee Chapin agreed with this role.

Trustee Greene noted at this time that there is a high degree of consensus between the two groups but in the future if the Village goals and the grass roots group don’t agree that could change.

Trustee Gottlieb noted that he thought they were all saying the same thing at this point. He felt

the language should be looked at and tweaked and that it be reviewed again in December.

Trustee Chapin made a motion, seconded by Trustee Charhut to table approval of the Traffic and Transportation Charter to the December 1 meeting and that communication of changes be ongoing prior to the meeting and draft copies be reviewed by the Board.

Attorney Hill noted he will do the first draft and get it to Manager Sigman and she can distribute them to the Board and T& T members.

Resident Erv Hobson asked for a definition of a Committee versus Commission.

Attorney Hill responded that typically a Committee is a standing committee of the Board although we named Traffic and Transportation a Committee of the Board. In some respects, they are the same. It was also noted by Trustee Frazier that Commissions are also part of the Village Code and Committees are not. Attorney Hill responded that is the way it is in Northfield.

Following discussion on upon the following roll call vote, the new motion was approved.

AYES:	Chapin	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Gottlieb			
	Greene			
	Charhut			
	Frazier			
	Teichert			

**CONSIDERATION OF A LEASE AGREEMENT WITH CRICKET COMMUNICATIONS TO CO-LOCATE ON THE EXISTING CELLULAR TOWER AT 1800 WINNETKA ROAD**

Trustee Gottlieb made a motion, seconded by Trustee Greene to approve a lease agreement with Cricket Communications to co-locate on the existing cellular tower at 1800 Winnetka Avenue subject to the language in Section 6 and Section 19.

Community Development Director Kane provided the history of the cellular tower noting that in 2001 Sprint PCS was granted a Special Use to install a cellular tower at the southern end of the Public Works/Fire-Rescue facility at 1800 Winnetka Road. That special use allowed for two additional carriers to co-locate on the tower. In 2004 T-Mobile located on the tower under the original lease agreement and was signed off as an additional carrier. Since 2004, a new Management company has taken over the tower and instead in handling it in the same manner as in 2004, they asked the Village to enter into a separate ground lease with Cricket Communications so they can obtain approval to sub-lease a portion of the property that is leased to Sprint to install their ground equipment. David Fisher of Cricket Communications was present. Director Kane noted there have been a few last minute issues which is why Sections 6 and 19 are subject to further refinement between the Attorneys. They deal with radio frequency interference and some environmental issues.

Trustee Gottlieb asked for a simple explanation of the interference issue. Mr. Fisher noted that he is not aware there are any interference issues and did not know why that is noted.

Trustee Gottlieb commented that it is not physical interference but interference of the signal.

Mr. Fisher responded that since he is not an engineer, he cannot comment on interference of

the signal. He noted they are allotted a certain radio frequency and that does not cross over into other frequencies. He stated that the company has been allocated to go on over 900 cell towers from Madison, Wisconsin to northwest Indiana.

President Birkinbine asked if that frequency was unique to Cricket Communications and Mr. Fisher responded yes.

Attorney Hill noted that it was intended that interference means the way they use the property cannot interfere with the way the Village uses the property and, there cannot be signal interference. He noted that the Village has antennas that we use for communications and the second type of interference is to address that other equipment not interfere with our emergency communications.

Manager Sigman noted that the qualifiers are due to some modifications to the Village's standard agreement requested by Cricket Communications. Their Attorneys came back late last week with comments and Village staff did not have an opportunity to clear it with the Village Attorney.

Trustee Chapin asked how long the company had been in business Mr. Fisher did not know noting that he is a subcontractor who only does site acquisitions. Trustee Chapin then asked if we had done a credit report on the company.

Trustee Frazier stated that she is not comfortable with a number of provisions and asked that this matter be tabled until the next meeting.

Mr. Fisher responded that their Attorney has been working with our Attorney on a blanket agreement provided by the Village. He noted that to delay the decision on the agreement would delay services and might force them to look at another tower.

Trustee Frazier, noted that as a matter of principal, she did not feel the Board should approve a lease agreement that is still subject to final negotiations on substantive issues. She noted that she had made some suggestions to the Village Attorney and she noted that she thinks he agrees with her on the issues raised. She had concerns with the interference provisions and that all three tenants on the cell tower should be aligned. She has outstanding issues with the contract and is not comfortable to proceed with it.

Attorney Hill noted that he had negotiated one agreement which became the basis of the current agreement. He stated he had reviewed Trustee Frazier's concerns with the current contract and agreed with some but felt others in particular the issue of consequential damages he did not agree with her on and that the language is okay as is.

Trustee Frazier noted that they could discuss point by point the concerns she raised but felt it was just not a good idea for the Board to authorize a contract that has not been fully negotiated.

Trustee Teichert asked if it is unprecedented.

Attorney Hill responded that he did not think it is unprecedented.

President Birkinbine reminded the Board that the motion is subject to language approved by the Village Attorney.

Attorney Hill noted that putting off the agreement with regard to language involving environmental problem is a problem with his law firm. All the language included in the agreement is

intended to protect the Village from any kind of environmental problem that the tenant might create. The environmental attorneys who have to determine the language in the agreement were both out of town and therefore the language is the same as that of the prior two lease agreements. He further noted that it is not the tenant that is creating the problem with the language involving environmental; it is the Village's issue.

Trustee Charhut asked whether the Village is indemnified from any suits from the neighboring communities such as Meadowlake for medical problems due to the transmission and the increase in radiation in the area such as happened in the State of New York.

Village Attorney Hill responded that if someone sues the Village for that, the Village is covered. It was clarified that it is not microwaves.

To clarify, there were two provisions in the Village's agreement that Cricket Communications attorney changed and that what was sent to the Village Board in their packet. However, Trustee Frazier has additional concerns that have not be seen by the other Board members.

President Birkinbine asked if there was a way the Board could proceed with the motion with the understanding that part of the consideration of the Village Attorney would be the points raised by Trustee Frazier.

Attorney Hill said he is comfortable with doing it this way and will consult with Trustee Frazier since he had only seen her comments this afternoon. He noted that there is obviously merit to her concerns but he feels they can resolve them.

Trustee Gottlieb made a motion, seconded by Trustee Teichert to amend the original motion to exclude references to modify sections 6 and 19 of the lease agreement and to approve a lease agreement with Cricket Communications to co-locate on the existing cellular tower at 1800 Winnetka Avenue subject to language in the final lease agreement being acceptable to the Village Attorney.

Upon the following roll call vote, the amended motion was approved.

AYES:	Charhut	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Chapin			
	Gottlieb			
	Greene			
	Frazier			
	Teichert			

### **Fees and Fines**

#### *Carried over from the Committee of the Whole Meeting*

Finance Director Noble noted that the Board reviews fees and fines every year. The Department Heads concentrate on their specific areas and make their recommendations. Then we survey the neighboring communities on the fees and fines they charge. The Village uses these methods to determine where increases should be made. He also noted that as a non-home community, the Village is limited in what it can license and regulate. In addition, we are limited on what we can charge since it must be an amount equal to what it costs the Village to perform the

service or regulation. Each year the Village does an exhaustive survey of the fees and fines to reassess where changes should be made. He noted that some of the changes include increases to fees and fines to construction and building projects such as occupancy bonds. Bonds used to be \$2,000 so if they are building a \$5 million dollar house they aren't that anxious to get the final inspections done on a timely basis because the \$2,000 wasn't worth it to them to come back. Director Kane suggested the Village come up with a graduated bonding system so that anything over \$100,000 would be required to post a \$10,000 bond. It is hoped that this will encourage them to finalize the project.

Manager Sigman clarified that this would not be revenue to the Village. It is a bond that is returnable upon completion of the project.

Director Noble pointed out that when the auditor was here, he talked about the deposits refundable and trying to get those cleared up. These outstanding bonds are part of the problem.

It was asked if residents are prohibited from occupying the home without getting the bond. Manager Sigman responded no because they usually have a temporary occupancy permit and final occupancy requires completion of all the items and that some such as grading may have to be put off due to weather conditions. As long as all safety items are met, residents are allowed a temporary occupancy of the structure.

Trustee Gottlieb asked if there is any basis for bond forfeiture or does the bond sit there forever.

Director Noble noted that he has talked to the Village Attorney about whether after a certain time the bond amount would revert to the Village as revenue. Director Noble added that another departure from the past is in the area of Police Detail. The fee is used to cover a Police's Officer's salary, the fee is raised in January but raises to Police and all staff salaries is effective May 1. Consequently, the amount built in to the fee for Police Detail may not cover the costs for the Officers time in full. So instead of printing a special fee amount, it will say "based on the current Officer's cost." He noted the area under Public Works, Snow Removal Contract fee which was also a flat dollar amount. Because of the cost of salt it is difficult to attach a specific fee amount, so it is now noted as "based on current costs."

Trustee Charhut asked about a charge of \$125 for a non-resident motor vehicle accident fee, per hour per vehicle.

Attorney Hill noted that a former Board determined they wanted that fee because of the number of accidents our Police Department covers on the Edens and the need to compensate for their time. He noted that he did not think it has ever been collected although it is legal.

Manager Sigman added that Attorney Hill, Director Noble and she need to sit down to discuss this fee and the legal implications of implementing it.

Director Noble added that if there are any questions or modifications that need to be made to the Fees and Fines to let him know. He noted that at the December 2008 meeting the Board will review an ordinance for covering the Fee and Fine changes proposed and discussed tonight.

Attorney Hill noted that Northfield is one of the few municipalities that reviews its fees and fines on a regular basis whereas other towns sometimes are very sporadic and review every ten years and then often double their fees and fines and residents then suffer.

Resident Patrick O'Donoghue, 1 Rolling Ridge, asked for further explanation about the increased bond fee for construction bonds.

Manager Sigman noted that it is a compliance bond that is posted whenever construction is being done and acts as a guarantee that work will be completed in compliance with the plans for the project. An example was given for a project costing \$200,000. In this case, the compliance bond would be \$10,000 and upon full completion and final sign off on the project, the \$10,000 bond would be returned.

President Birkinbine noted that the Fee and Fine Ordinance would be presented to the Board for their vote at the December meeting.

## **Board Updates**

### *Traffic and Transportation Committee*

Manager Sigman noted that there would be a Traffic and Transportation meeting the following night at 7:00 p.m. Other information was covered in the earlier Committee of the Whole meeting.

### *Stormwater Drainage*

Manager Sigman commented on the Stormwater community meeting held on October 14 which was very well attended. She noted a great deal of civic concern regarding flooding and drainage following the last storm. In response, a number of things have been done including reissuing the survey since some people affected by the most recent storm might not have experienced drainage problems or flooding issues in the past. She noted that since this was the worst rain event in current history, the Village wanted to give residents an opportunity to provide their comments. She noted that it will not substantially delay the completion of the study but it may need to extend into January. The draft Study will be presented at the December 1 Board meeting. She also commented that Northfield has begun working with the Village of Winnetka on a 50-50 cost share to analyze the hydraulics of the dam renovations made and the Willow road dam of the Skokie Lagoons. Christopher Burke Engineering is working on the hydraulics model and the report will be included in the draft Report for the December 1 meeting.

Manager Sigman reported that the Village has received notice from FEMA that federal appropriations have been put in place for cost recovery of Village expenditures due to the September storms. She noted that information is on the Village website noting how residents can obtain low-cost loans for damages from the storms.

Manager Sigman then turned it over to Anne Kane who talked about the status of Code maintenance provisions and design guidelines for redevelopment of the downtown.

Director Kane announced that the Architectural Commission reviewed revised design guidelines. Staff refined the guidelines to make sure they could be applied to smaller projects as well

as complete redevelopment projects. There are examples from a simple store front re-design to complete reconstruction. There were specific suggestions from the Commission on signage which will be brought back the Architectural Commission in November. It was noted that the Commission also asked for more language on environmentally friendly products and encouraging “green” building where possible in the Village Center. They also suggested that the mission statement be designed not only to have an inviting environment but that it is designed to attract the consumers that help support the businesses.

Director Kane commented that she has been working with Attorney Hill’s firm in trying to get compliance on our existing Code provisions regarding the two abandoned gas stations. The owners have been noticed that they are not permitted to remain boarded up per our code. There are strong provisions in our current code regarding this and residents in the community have issued complaints that these buildings are just a blight on our community and that there are codes to eliminate this. Director Kane has heard from BP’s demolition department that they are putting together an action plan and will let us know when there will be compliance. In focusing on vacant buildings, there are some residences in foreclosure and construction projects that have stalled and are not complete. To handle these new situations, the Village is studying other communities and the approaches they take regarding dealing with this and how to include them in our Village Code. Director Kane noted she hoped to have some Code language for the Board before the end of the year.

Manager Sigman then noted that the Zoning Board of Appeals and the Plan and Zoning Commission have been cancelled for November due to a lack of applications. Election Day is November 4 and the next Board meeting is a combined November/December meeting on Monday, December 1.

Trustee Chapin asked if there are any Code requirements for homes that are vacant for four to six months during the winter as far as having lighting, or other things.

Director Kane responded there were none for temporary vacancies. She explained they are trying to address truly vacant, uninhabited properties. Director Kane did not feel they would be regulating temporary vacancies with any new codes. She noted she would be happy to discuss this with the Police Department as to whether there should be a recommendation that lights be turned on. She noted that the Police conduct house checks for people that are away and there could be a mention in the Newsletter about the benefits of keeping lights on when away.

President Birkinbine mentioned the next meeting on December 1 and wished all a Happy Thanksgiving.

### **ADJOURNMENT**

There being no further business to come before the Board, Trustee Chapin made a motion to adjourn the meeting and, by voice vote, all agreed and the meeting was adjourned at 8:40 p.m.