

APPROVED / REVISED
MINUTES OF THE SPECIAL MEETING
INLAND WETLANDS BOARD

November 27, 2007

Present: Michael Autuori
Peter Chipouras
Joseph Fossi
Nelson Gelfman
John Katz, Vice Chair
Phil Mische
Rebecca Mucchetti, Chairman
Patrick Walsh
Lillian Willis

Also Present: Betty Brosius, Inland Wetlands Agent
Linda Caponetti, Recording Secretary

A public information meeting was held by the Planning and Zoning Commission prior to the meeting.

At 9:05 p.m. Chairman Mucchetti called the meeting to order.

PENDING ITEMS

There were no pending items.

NEW ITEMS

There were no new items.

BOARD WALKS

Chairman Mucchetti noted the following site walk, previously scheduled:

December 2, 2007

- **463 North Street, Prisco** - c/o Wetlands Inspector

REQUESTS FOR BOND RELEASES/REDUCTION

There were no requests for bond release or reduction.

CORRESPONDENCE

There was no correspondence.

MINUTES

There were no minutes for approval.

Hearing no further discussion, the Chairman adjourned the meeting at 9:07 p.m.

Respectfully submitted,

Linda Caponetti
Recording Secretary

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MINUTES OF THE SPECIAL MEETING
PLANNING AND ZONING COMMISSION

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Present: Michael Autuori
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Rebecca Mucchetti, Chairman
Patrick Walsh
Lillian Willis

Also Present: Betty Brosius, Director of Planning
Linda Caponetti, Recording Secretary

At 9:08 p.m., Chairman Mucchetti called the meeting to order.

A public information meeting was held prior to the meeting, beginning at 7:30 p.m. and ending at 9:00 p.m.

MINUTES OF THE PUBLIC INFORMATION MEETING:

#2007-113-A: Public Meeting for input on the suggested Commission initiated amendment to the Ridgefield Zoning Regulations - "First-Floor Retail on Main Street and/or the CBD zone."

Chairman Mucchetti introduced the purpose of the meeting and Planner Brosius read the legal notice into the record.

The Chairman informed the public that the meeting would follow Robert's Rules, and each speaker would need to be recognized, and then state their name and address before speaking.

The Planner pointed out a map detailing the Central Business District printed on the back of the Agenda. She noted that the Commission wanted clarification as to whether the public's concern was related to only the Main Street area, or the CBD zone as a whole.

She also advised the public that the new regulations allow first floor offices "as of right" for real estate businesses only. Other offices would require a Special Permit.

Penny Hoffman, Ridgefield Chamber of Commerce, read a letter submitted by the Chamber's Board of Directors, which supported the enactment of a regulation mandating that first floor offices in the Central Business District be retail only. The letter warned of the rapid changes taking place on Main Street, and asked that the Town take a "hard look

at what [Ridgefield] will look like in the next few years.” The loss of foot traffic downtown, due to the increasing number of banks and real estate offices in “prime retail space on the first floor,” does not bode well for the economic future of the downtown, it said. The Chamber suggested that all current occupants [USES?] be grandfathered.

The Chairman pointed out the new, expanded CBD on the map provided (now includes the library property), and clarified that anything being discussed could potentially affect all of the properties from Grove Street to Governor Street to Catoonah Street, not just Main Street.

Cathy Graham, President of Downtown Ridgefield, Inc., an organization whose membership is comprised of approximately eighty businesses, large and small, which span the area from Rte. 116 to the fountain. Ms. **Graham** said that, because of the diverse nature of the businesses it represents, the organization could not speak “as one voice on the first floor retail issue...” What was offered was their Board’s consensus that the Planning and Zoning Department should “make decisions that maintain... the character of [the] downtown area,” and also “take positions that will result in thriving businesses and few or no vacancies.” Ms. Graham urged the Town to support their motto, “Shop, Dine and Stroll,” and Ridgefielders to support the “Shop Local” campaign, saying that our citizens have a responsibility to support the local businesses which support their organizations and events. They asked that the parking shortage be addressed, as well.

The Chairman said that the funding for the new Ridgefield Center Study had just been received. The Planning and Zoning Commission would be looking at traffic patterns, parking, signage, etc. She urged the public to come to the Public Meetings which will be scheduled on this topic.

Suzanne Brennan, owner of Shoe La La, presented a petition with over twelve hundred signatures from concerned residents in support of the development of a regulation to protect and preserve first floor office space for retail use. She stressed the importance of dealing with the issue logically, and not emotionally, and asked that individual business owners look at what is good for the district as a whole.

She read the petition, which began by saying, “The time is right to enact a regulation in favor of a pedestrian oriented shopping village to serve the needs of our community and to retain the village character valued by so many of us.”

Ms. Brennan said that first floor use on Main Street, from Prospect Street to Governor Street, is currently comprised of 53% retail and 47% non retail (service, food, and banks). She feels this trend will be very hard to reverse if allowed to continue. Ms Brennan said that Ridgefielders need to decide what kind of a downtown they want. “Simply trusting the marketplace,” she said, leaves a huge void, enabling “outside landlords to decide for us”.

The Chairman asked Ms. Brennan to explain the elaborate map and the graphs she had submitted.

Ms. Brennan said the area she had studied consists of Main St. from Prospect to Governor streets, plus Catoonah St. and Bailey Ave. This was the area represented on the map and the graphs. It consists of 71 storefronts which are comprised of the following: 53% retail establishments, with 28 ½ units on Main St., 6 on Bailey and 3 on Catoonah; 27% service establishments, with 12 ½ units on Main St., 3 on Bailey, and 4 on Catoonah; 14% real estate offices, with 10 on Main Street and none on the side streets; and 6% food and café related businesses, with 2 on Main St., 2 on Bailey and 1 on Catoonah. Ms. Brennan also analyzed Main Street alone, without the secondary districts. Her data shows 53 street facing first floor storefronts, with 53% retail, 24% service establishments, (including banks), 19% real estate offices, and 4% food/café related businesses.

What's disturbing to Ms. Brennan, a fourth generation Ridgefield resident, is the fact that Main St., "the front door to Ridgefield," is now 47% non-retail. She appealed to real estate businesses to recognize that Main St. sells the Ridgefield lifestyle. No one is shopping for a house on a weekly basis, she said. We need a downtown "which is a community center, a place to gather, and to visit regularly and faithfully".

The Chairman asked for Ms. Brennan's definitions of retail and service, which she gave, Certain businesses, like the eyeglass frames shop, merge both categories, she said (eyeglass sales in the front, eye doctor office in the back). The Chairman asked why she did not include the CVS plaza in her survey. Ms. Brennan felt that the plaza represented "destination shopping," and didn't offer the uniqueness of Main St. She also noted that her survey represented street facing storefronts.

Mr. Katz asked why Prospect St. was not included. Ms. Brennan said she was looking at storefronts from the perspective of someone traveling through town.

Ms Brennan was complimented on the work she had done and the detail she had provided. There was lengthy applause from the audience.

Wayne Addressi, owner of Addressi Jewelers, representing owners of property on Main Street, described the history he has seen on Main St. over the last 25 years. He said that a regulation isn't necessary to remind business owners that there needs to be more retail on the street. On the other hand, he and his family would support a regulation, because they feel that what has happened over the last few years is not a benefit to anyone. However, they want Planning and Zoning to create a process whereby a property owner can apply for a permit for a non-retail tenant if they have exhausted all opportunities to rent to a retail use. Mr. Addressi has contacted 18 businesses on Main St., urging them to become part of a committee, along with the Addressi family, the Downtown Ridgefield group, and the Chamber of Commerce, to work together to improve the environment for everyone. He suggested that landlords make the effort to notify the community and the above agencies, along with The Ridgefield Press, when a property becomes available, because nothing will be accomplished, even with the regulation, if everyone doesn't work together. Mr. Addressi submitted a letter to the Commission. He also received applause.

Mr. Bill Wyman, 39, Rockwell Rd., resident for 30+ years, said that it was never the intention of the Chamber's committee or downtown Ridgefield to include the entire CBD in their survey, which is why "Suzanne's work was limited to those three streets." He said they would do the additional research to include the whole district.

Mr. Wyman said that, as a Republican, he is not fond of regulation. But, he said that over thirty years ago, his family was looking to buy in the area, and had looked at over 100 homes. But, when their Ridgefield realtor invited them to come to the Memorial Day Parade, they bought. The realtor said that, "Main St. has sold more homes in Ridgefield than the entire real estate community." He cited the success of regulation in the Historic District, and said that we need to protect Main St. and the image. "Foot traffic is what is critical in downtown," he said, "and it is what we've lost," partly due to the fire that took Gail's Station House and Bissell's Pharmacy. He noted the move of Deborah Ann's candy shop to Main St., where people can be seen sitting outside and congregating. This is helping to bring vitality back to the area, he said. Mr. Wyman will support the regulation, and offered the Commission any help that his committee could provide.

Mr. Herb Rosenberg, an attorney representing Joseph Salvi, addressed the issue from the perspective of the property owners and landlords. He asked the Commission to consider their interests, as well. In his view, Main St. is not very different from 20 or 25 years ago, with many of the same businesses still in operation. Mr. Rosenberg noted that the new Planning and Zoning regulations list real estate as a permitted use in the CBD, implying that real estate fits the stated purpose of the CBD. "If this is so," he asked, "why is there now a need to change regulations and oppose new regulations," that only 7 months ago identified real estate offices as a permitted use, complying with the stated definition and purpose of the CBD zone. If the Commission readdressed this question and considered a regulation to restrict the use of first floor, street facing properties, he said, it would have to pass a regulation which is either real estate friendly or real estate unfriendly. A real estate unfriendly regulation would, in effect, imply that the Commission made a mistake by permitting this use with the new regulations. A real estate friendly regulation, which prohibited other uses as a matter of right, makes an unfair distinction. In either event, by passing such a regulation, the Commission would effect "a very substantial impact upon the owners and landlords of these properties," because it would be "unduly restricting and limiting their ability to obtain a fair return on their investment".

Mr. Rosenberg hypothesized on the potential negative effects of either scenario, and said that this regulation is not what the owners and landlords want or expect, and it's not good for the Town. Also, he stated that making any major change will involve changes to parking, traffic, etc. In closing, Mr. Rosenberg asked the Commission to "consider and weigh very strongly the interests of the people who have invested in this property in good faith over the years".

Planner Brosius clarified that the Commission regulates the use, not the tenant who occupies the space. With this regulation, if a real estate firm moved out, another non-

conforming real estate office could occupy the space. If, however, the use went to retail, a non-conforming use (such as real estate) could not get back in.

Ms. Brennan answered Mr. Rosenberg's question as to why the new regulations, adopted in May, would need to be changed. She said that the trend is tipping toward an overabundance of real estate, and "no regulation has created this void". Ridgefielders should determine what happens to their town, not outside landlords, she said.

Jerry Rabin, owner of Ridgefield Hardware and also a landlord on Main Street, took issue with some of the statements made by Mr. Rosenberg on behalf of landlords. He said that there are a lot of absentee landlords, who have a different perspective than the local landlords. Mr. Rabin owns the building next to his hardware store. He said that he uses discretion when selecting prospective tenants, and always attempts to rent to "businesses that are viable, that sell product, that bring people to town". That's what is needed – "good, home grown retail," he said.

Mr. Rabin said that, if the Town isn't careful, it will lose its local appeal. Local businesses fight big business, the internet, chain operations, etc. It's time that the Town took better control of how we lease our spaces, he said. His comments were followed by long and loud applause.

Rich Lechner, 43A Catoonah St., rebutted Mr. Rosenberg's position and asked that the Town recognize its responsibility to all property owners in the Town of Ridgefield. He regards his property value on Catoonah Street to be directly linked to the appeal of the downtown. He said that he and his wife were sold by Main Street. The last six months have shown a "worrying trend, and the turnover of Main St. properties to realtors". Mr. Lechner said that the Town needs to do something, and he supports the regulation.

Geoff Harrington, Ridgebury, longtime resident and realtor, doesn't understand what the problem is. There is no reason why retail establishments can not come to Main St., he said. There is no reason, in a free market economy, why the landlords and the tenants can't work out an economic situation. He agreed with Mr. Rosenberg that Ridgefield looks pretty much the same as it did forty years ago. Each building has its own character and personality, and there is a nice mix of businesses to attract people. He warned that, if the Town isn't careful, we could wind up with what he sees in the Midwest – "a strip mall on one side, a strip mall on the other side, and still conform with the retail regulation". He urged the Town to "tread carefully," and see who is going to be displaced.

Shara Purkiss, 62 Barry Ave., said, in answer to Mr. Harrington's remarks, that the sub-prime crisis is a function of a free market economy, and proof that regulation is needed in certain cases. She said that it's important to consider who actually needs ground floor space. People aren't strolling past the real estate office, thinking, "I'll just pop in" to buy a house in Ridgefield, she said (to laughter). If real estate offices want to entice the public with pictures, there should be a creative way for that to be accomplished, even if the real estate office is not on the first floor. On the other hand, when people are shopping, they

do make impulse purchases based on seeing something in a window and stopping in a store. Ms. Purkiss says she often shops in New Canaan and Westport, because she likes “the feel of those towns”.

Lee Shepherd, 35 Lost Lane (Casagmo), talked about how he had always wanted to live here, after living in Wilton. When he came to Ridgefield, his children wanted him to settle in Casagmo, so they would be near the park, and Main St., and the library. It was a good choice, he said. Mr. Shepherd wondered, if the rents on Main St. are not affordable to many retail establishments, maybe the Town could help them out through tax breaks, or some such incentive, for a year or two, to bring good shops to Town. He agreed with Ms. Purkiss that it’s relatively unimportant what floor a real estate office is on.

Mr. Shepherd spoke of his childhood in Kansas City, where the first planned shopping center in the country was built. There were many homeowner’s associations, and a lot of regulation. He found this to be highly effective and beneficial, because the areas were kept good through regulation. Planning and Zoning’s job, he feels, is to protect the good of the Town, and not that of individual property owners. He supports the regulation for first floor retail.

Chuck Sussman, 317 Bennett’s Farm Rd., a 30+ year resident, said he is in a business that gives him exposure to other town’s retail and business communities. (He publishes the Town Planner calendars for lower Fairfield County). He reported seeing towns where there is virtually no reason for anyone to walk the streets of the downtown, because there is nothing of interest. On the other hand, “the most dynamic retail community that we have,” he said, “is New Canaan. Isn’t it a curiosity that they have a regulation that keeps offices from the first floor,” he said. Mr. Sussman recalled what he felt was the first sign that something needed to be done. It was watching his client, George Harrison, of Ridgefield Photo, be forced off Main St. and ultimately go out of business.

The Main St. shopping area, he said, should create an environment for people to walk from store to store, be inspired, and make purchases. Lacking this kind of environment could leave Ridgefield with the same problems as Fairfield, where every available property has a new bank being built on it. (They now have about 40 banks in Fairfield, he said.) We need to “look at ways of infusing excitement in our Main St., which is, basically, keeping a lot of unique retail on Main St.” Mr. Sussman was in favor of the regulation.

Chip Gliedman, 9 Hermit Lane, moved to Ridgefield from California. He related stories of how, in their search for a place to live in Fairfield, the other communities didn’t come close to offering what Ridgefield had. Specifically, he noted a time his family was sitting in Roma Pizza and they were approached by a man asking if he could help them with anything. Mr. Gliedman said, “That’s nice. Are you the mayor?” and the man said, “Yes!”

But, Mr. Gliedman said that he only goes to Town to buy, whereas, he will go to New Canaan with nothing in mind to just wander the streets and shop. While he hadn’t experienced Ridgefield long ago, and granted that it may look similar, Mr. Gliedman

pointed out that we weren't as mobile a culture then, and there wasn't the Copp's Hill Plaza and Danbury Rd. businesses. He said that he doesn't know the dollar volume of these area businesses, but, ventured to say that Copp's Hill, "in fact, may be the Central Business District. Whether we decide that we want to move the center of Ridgefield back [to the downtown], or just acknowledge that [it's] gone and we should just move Town Hall up there – those are the two options, because, right now, we're on the edge of what could be a death spiral for downtown... We can't let that happen, or else we're not going to be Ridgefield any more".

Lisa Vokenmuir, resident, has three children and enjoys coming to Town to walk around, get an ice cream, go to the toy store, stop for pizza, go to the book store, the hardware store, etc. She said her children's preschool schedules don't leave enough time to drive up to Danbury or go to Copp's Hill. She makes a real effort to shop locally, and she's dismayed to see the trend toward more real estates, banks, and pharmacies. While she is not generally in favor of regulation, she thinks it is necessary here, and supports the regulation.

Jeff Butch, resident, also bought in Ridgefield because of Main St. "It was the day of the dog walk, [we] fell in love with it, and that was the end of it," he said. He cited Attorney Rosenberg's comments regarding the unfair treatment of landlords, agreeing that, as a businessman himself, he wouldn't want a regulation telling him what he can or cannot do. However, Mr. Butch notes that allowing this decline to continue "would be the unfair treatment of the entire Town and the residents," as this issue is affecting all of their property values and their concerns, he said. He noted that he's a Democrat, and he agrees with the Republican speaker.

Jeremiah Miller, Silver Hill Rd., an attorney, and resident of the Town for 20 yrs., spoke next. He noted that he practices law in New Canaan, and owns a building there. He knows "80% or more of the landlords, and not one regrets their investment in downtown New Canaan, with the regulation that exists there," he said.

Tom Franco, 304 Old Branchville Rd., is also a landlord in New Canaan. He said that he can pick and choose his tenants without a problem. "There are no empty stores at Elm St.," he said.

Lisa Hemingray, owner of Lucy's in Ridgefield, also owns a clothing store in Westport. She reported being saddened by comments from her clients in Ridgefield, who say that they will shop at the Westport store. She notes that they feel "there is more to offer in Westport, they can get more, they can bang out more errands for their children and their family" there. Our downtown does not offer our customers enough variety, she added, saying that her customers note the increasing numbers of "real estate agents, banks, and offices." She came to Ridgefield because "she fell in love with Main St.". She wanted to be a part of this community. But, one of her biggest concerns in opening her store was that she couldn't pay a lot of rent, because there aren't enough reasons for people to come to Ridgefield as a shopping destination. "If we get better businesses in the downtown

area, the landlords will eventually be able to make more money, because more businesses are going to want to be here and be a part of this community,” she said.

Bob Leavitt, 110 Alcott Way (Casagmo), delights in living in Casagmo, with its accessibility to Main St., and hopes the Town will enable a business like Gail’s Station House to come onto Main St.

Dominique Bauthier, 8 Continental Dr., said that she loves to shop in Ridgefield. She enjoys looking at real estate, but, does not need to have real estate offices where she is trying to push her stroller around trying to buy things, she said. Retail is what draws people to downtown, she said, noting that, before she lived here, she would drive from Cross River to come and shop in Ridgefield. Unlike the forty year residents who said that they don’t see much of a change, Ms. Bauthier has noticed, in the five years she’s lived here, a change in downtown Ridgefield.

Bruce Yuen, new shop owner of Tiger Sports, Catoonah St., and resident, 86 Blackman, said that the regulation will help the businesses of Ridgefield, growing the economy. He listed the competitors that take dollars from Ridgefield, and getting Ridgefield residents and those of surrounding towns to come into Ridgefield and spend their dollars here. Those in opposition to the regulation, Mr. Yuen said, talked about the benefits to landlords. But, as a new retailer, he said that it’s a frightening concept to invest in a new business. “By having a vibrant downtown, retailers help each other,” he said. “When there’s a successful Ridgefield Hardware or Deborah Ann’s, we all benefit from the spillover as people walk by. If you have a vibrant downtown,” he said, “businesses will beat a path to your door”. Mr. Yuen supports the regulation, which he feels will help the greater good, by creating impulse rather than destination shopping. When they moved here from mainland China ten years ago, there barely set foot in the realtor’s office; what sold them was the schools and the downtown.

Rudy Marconi, First Selectman, came forward to speak with Sue Manning, member of the Chamber, and cited the letter from the Board of Selectmen to the Commission, asking that they review this issue in ’04 and again in ’07. The Board feels collectively that there is a need for a regulation, he reported. He read a letter from Barbara Manners, member of the Board, into the record. Ms. Manners said that she can not urge the public “strongly enough to support this amendment”. Ms. Manners said that, for those who are concerned with infringing on the rights of landlords, any zoning regulation or restriction of any kind “is an infringement”. We regulate because we believe it’s important to protect the safety, health and welfare of our community, she said. She said that not many things are more important than having a vital downtown that draws people to it. She listed the many reasons people came to Town, but, said that “Ridgefield becomes less lovely each time another store window becomes no more than a front for a Real Estate office or a bank. Ms. Manners said Ridgefield needs this regulation to become viable and to survive.

Mr. Marconi noted that, when Main St. lost Gail’s Station House, Bissell’s Pharmacy relocated. “Each and every time a retailer leaves Main St. and is replaced with an office, it impacts every single other business in the Town, he said. He said he trusted the

Planning and Zoning Commission to come up with a regulation that would satisfy what had been requested from the speakers that evening, and address the concerns of each and every person who attended. He thanked the Commission in advance for the work they will do on this regulation.

Sue Manning, resident and former First Selectman, said that Mr. Marconi and she are 100% in agreement on this issue.

The Planner read into the record two letters in support of the regulation: one from Larry Bossidy, of 452 West Mountain Rd., a 37 yr. resident and long time supporter of Ridgefield, expressing his opinion that the regulation will “result in enhancing our unique town,” and the second from Nancy Hirsh, 17 Clayton Pl., who asks, “Why is so much effort put into Holiday Strolls, Halloween Walks, etc., if Ridgefield’s Main Street is becoming a Mega-Mall of Realtors?” Ms. Hirsh feels that taking this opportunity to distinguish Ridgefield from other towns by creating a vital downtown “will help realtors far more than having a first floor presence”. She urged adoption of a regulation to make Ridgefield a town where people want to buy and want to live.

Mr. Wyman, a previous speaker, offered the help of a downtown merchants association and the Chamber of Commerce, who are “very interested in working with [P&Z] to achieve this regulation.

Chairman Mucchetti asked the group if they were interested in ONLY retail on the first floor, and not services like salons.

Mr. Adessi said that he believes everyone is talking about eliminating office use on the first floor.

The Chairman noted that, in zoning regulation, current uses are grandfathered, consequently, the eight realtors that are on Main St. now would remain there, but no new ones could come in. She also noted that the proliferation of banks throughout the town is not affecting Main St.; the banks that are there have been there for a very long time, she said.

Chairman Mucchetti thanked the audience and said she found the meeting very helpful. The public meeting was closed at 9 p.m., and during the regular meeting the following short discussion took place:

Mr. Katz asked the Chairman why the first floor retail item was not on the Agenda and why the Commission was not going to discuss it that evening. The Chairman said that it was informational only and that she had polled several members and the decision was to postpone discussion. The Planner also noted that they felt the meeting would go on much longer than it did. Mr. Katz was not in agreement that the discussion should be postponed. He asked when the discussion would take place.

There were no votes or actions taken following the public information meeting. The item will appear on a future agenda, tentatively December 18, 2007, for further discussion.

PENDING ITEMS

There were no pending items.

NEW ITEMS

1. **#2007-135-SP:** Special Permit application under Section 9.2 as required by Section 3.2.C. of the Ridgefield Zoning Regulations to permit the use of the existing single-family residence located at **415 Danbury Road** in the RAA zone as a Bed and Breakfast. Owner/App.: Barbara J. Simkins. Auth. Agent: Kimberly Wanamaker. *65 days to commence public hearing ends 1/31/2008. For receipt, schedule walk and public hearing.*

Chairman Mucchetti suggested 12/2/07 as a date for site walk, and 12/11/07 as a date for the public hearing.

Dr. Autuori motioned, seconded by Mrs. Willis, to schedule a site walk for 12/2/07 and to set the public hearing date for 12/11/07. The motion passed, 9-0.

[Note from the Planner, 11/28/07: This item will appear on the 12/4/07 agenda to re-schedule the public hearing for 12/18/07, because of time constraints for proper noticing.]

COMMISSION WALKS

As noted above, the Commission added item #1 under “new Items” to the walk schedule for December 2, 2007:

December 2, 2007

- **#2007-121-SPA-SR:** Sec. 8-30g application **76 Governor Street**, 76 Governor Street LLC
- **#2007-134-SP:** Special permit **78 Cain’s Hill Road**, Liesegang
- **#2007-135-SP:** Special Permit **415 Danbury Road**, Simkins

REQUESTS FOR BOND RELEASES/REDUCTION

There were no requests for bond release or reduction.

CORRESPONDENCE

Chairman Mucchetti pointed out the following correspondence:

- Final 2008 Meeting Schedule
- Commissioner’s contact information sheet, revised to include two new Commissioners.

MINUTES

There were no minutes for approval.

Hearing no further discussion, the Chairman adjourned the meeting at 9:10 p.m.

Respectfully submitted,

Linda Caponetti
Recording Secretary