

AGRICULTURE COMMITTEE
Mansfield Town Hall
Conference Room B
7:30 pm
Minutes
August 5, 2014

1. Meeting was called to order at 7:35 pm
2. Attendance: Al Cyr, Shep Stearns, Ed Hall, Charlie Galgowski, Bryan Kielbania, Kathleen Paterson, and Jennifer Kaufman (staff). Guest: Dale Thompson.
3. Minutes of the June meeting were approved unanimously.
4. Old Business
 - Mansfield Tomorrow Update- Jennifer updated members regarding Mansfield Tomorrow. Planning and Zoning is currently reviewing the draft plan. It is hoped that the plan officially received by PZC in the fall July and the 65 day public will begin at that point. Public hearings will take place in late fall.
5. New Business
 - *Commonfields*-Jennifer reported that Tom Wells has applied roundup to the Commonfields, per his plan that the committee agreed to in May. The herbicide was applied by a licensed applicator who followed all of the CT DEEP regulations.
 - *Outreach*
 - CLICK- Jennifer spoke with Phoebe Godfrey who stated that the kitchen would not be up and running until October. The committee decided to wait until late winter to have a tour and perhaps host a joint AgCom meeting in the early spring to encourage producers to use the kitchen for value added products.
 - Joint Meeting with other AgComs-Jennifer will contact some of the other AgComs in the area to see when they are planning to have a joint meeting. As a first step, committee members agreed to attend one of these meetings to start the networking process moving forward.
 - Other- The committee discussed the possibility of obtaining a small budget to develop a display that could be used at the farmers market, festival on the square and other venues to promote agriculture in Mansfield. It was mentioned that perhaps the committee should brief the Town Council on their activities again. The last presentation was in 2010.
 - Request to hunt on the Baxter Property-Jennifer will research what has been done in other Towns and report back to the committee.
6. Future Agendas
 - Easement Projects
 - Outreach
 - Hunting
7. Announcements
 - Report on AGvocate Conference-Vicky will report at the next meeting about the conference.
8. Adjourn- The meeting adjourned at 8:30 pm.

Town of Mansfield
CONSERVATION COMMISSION
Meeting of 16 July 2014
Conference Room B, Audrey P. Beck Building
MINUTES

Members present: Aline Booth (Alt.), Joan Buck (Alt.), Neil Facchinetti, Quentin Kessel,
Members absent: Robert Dahn, Peter Drzewiecki, Scott Lehmann, John Silander, Michael Soares.

Town Staff: Jennifer Kaufman, Inland Wetland Agent

1. The meeting was **called to order** at 7:30 PM by Chair Quentin Kessel. Booth and Buck were designated voting members for the meeting.
2. The **draft minutes** of the 18 June 2014 meeting were approved as written (Buck, with Facchinetti seconding. Three voting for the motion, and Booth, having not been in attendance, abstained).

3. New Business

IWA referrals:

W1531 – Markus – 59 Hillyndale Road. This is a request to expand an existing bedroom, add a bathroom, and convert an existing deck into a sun room. The house location is close to wetlands and building it at this location would not be likely to be permitted today. Note was taken of the additional runoff and Facchinetti moved, and Buck seconded, that as long as this runoff is dealt with in such a manner that the water infiltrates into the ground table (e.g., a rain garden) there should not be a significant impact on the wetland. The motion passed with three in favor and Booth abstaining.

Booth questioned whether the potential additional load on the septic system might lead to future septic difficulties in close proximity to the wetlands. The Commission urges the PZC to bring this matter to the attention of the Department of Public Health.

W1532 – Jones - 49 Farrell Road. This is a request for a two-car garage to be constructed within the regulated area. Booth moved, and Buck seconded, that as long as the roof runoff is dealt with in such a manner that the water infiltrates into the ground table (e.g., a rain garden) there should not be a significant impact on the wetland. The motion passed unanimously.

Other – Individuals who might replace Drzewiecki on the Commission were discussed. It was agreed that Kessel would attempt to contact one of them.

The meeting adjourned at 8:15 PM.

Respectfully submitted,

Quentin Kessel, Secretary *pro. tem.*

Approved 20 August 2014.

**MANSFIELD DOWNTOWN PARTNERSHIP
ADVERTISING AND PROMOTION COMMITTEE**

Meeting

Wednesday, February 26, 2014

860.429.2740

4:15 pm

Minutes

Present: Toni Moran, Alexinia Baldwin, Dee Goodrich, Shawn Kornegay, Betsy Paterson, Shamim Patwa, Barry Schreier, Kristin Schwab, and Cara Workman

Staff: Cynthia van Zelm and Kathleen Paterson

1. Call to order

Chair Toni Moran called the meeting to order at 4:18 pm.

2. Public comment

There was no public comment.

3. Approval of Minutes from January 22, 2014

Shawn Kornegay moved to approve the Minutes.

Barry Schreier seconded the motion.

The Committee approved the Minutes unanimously with two abstentions (Paterson and Workman).

4. Update from Art Fair subcommittee

In the absence of the subcommittee Chair Janet Jones, Kathleen Paterson explained that the Art Fair subcommittee had met on the previous Friday. She said that the name of the event is the "Square Fair," and it will take place on the fourth Friday of each month from May through September from 5:00 pm until 9:00 pm. Ms. K. Paterson said that the subcommittee developed an application which has been mailed to over two hundred local artists, emailed to another twenty-five or so, and emailed to twenty local arts organizations and schools. She noted that the deadline for artists and makers to apply is Friday, March 28.

Shamim Patwa asked if Windham Arts and the Artists Open Studios have been notified. Ms. K. Paterson answered in the affirmative.

Cara Workman suggested submitting the information to UConn's Daily Digest, the School of Fine Arts, and the Co-op (both locations). Ms. K. Paterson replied that the School of Fine Arts and both Co-op's have received the information. **Cynthia van Zelm will contact John Armstrong about placing an announcement in the Daily Digest.**

Kristin Schwab asked if there were plans for banners or signs to create a festive location and a sense of the event. Ms. K. Paterson said that there no such plans in place yet as the subcommittee is waiting to

hear back from a potential sponsor; the budget thus far is limited to future application and participation fees.

Ms. Moran suggested asking the Community School of the Arts and UConn's School of Fine Arts to broadcast the opportunity. Ms. K. Paterson said she had submitted the application to both entities with a request to share it with their students, faculty, and staff. She said that both CSA and SFA have shared the information with their constituencies.

Ms. Kornegay suggested sending the information to *The Daily Campus*.

Dee Goodrich suggested asking CRT if they can add an insert to their programs for the spring and summer schedule.

Ms. Kornegay suggested handing information out at the Farmers Market.

Ms. Workman suggested having an information table at UConn's Work-Life Expo in April. **Ms. van Zelm will talk to Pamela Heath-Johnson about options for this event.**

5. Update from Festival subcommittee

Ms. Paterson said that the subcommittee is hard at work starting the planning for this event, which they have renamed the "Celebrate Mansfield Festival." Ms. Paterson explained that the subcommittee wanted to emphasize that the event is for the whole community and to connect the event to others that take place that weekend.

Ms. Schwab reported that she and Ms. K. Paterson had met to review the possibilities for the layout of the event in the new location. She estimates that eighty booths can fit; this number does not include tables in front of downtown businesses' individual storefronts. Ms. Schwab added that she and Ms. K. Paterson plan to take a tent out to test the spacing once the weather improves.

Ms. Moran thanked the subcommittee for their work and noted that some experimentation may be needed between this year and next as the subcommittee gets a feel for the new location.

Ms. Workman noted that the weekend of September 20 is also UConn's Family Weekend, and Cornucopia is that Sunday. **Ms. Workman will approach the staff for Cornucopia about a way to cross-promote the two events. She will also talk to the staff for Family Weekend about the possibility of adding the Celebrate Mansfield Festival to the weekend's schedule.**

Ms. Moran suggested promoting the Celebrate Mansfield Festival through the Ballard. **Ms. Paterson will follow-up with the Ballard staff.**

6. Other

Ms. Workman passed around a "pet-friendly" brochure by Mystic Country and suggested that the committee consider doing something similar for Storrs Center in the future.

Ms. Workman reported that she has met with all of the camps that will take place on UConn's campus during the summer. They are each run by private organizations and have their own sets of rules and

procedures. If the committee has an idea of what type of promotional material they would like to share with the groups, she can ask them if they could use it.

After some discussion, the committee asked Ms. Workman to see if it would be possible to have the Storrs Center directories available at the registration tables.

Ms. Workman and Ms. K. Paterson will work on promotional materials (including the directories and posters) for the summer.

Ms. Patwa expressed concern that UConn does not have a place to pick up information about where to eat lunch or things to do like she has seen at other college campuses.

Ms. K. Paterson said that there is a link to the Partnership's website on the homepage of the Lodewick Visitors Center and a link to storrscenter.com on UConn's Summer programs website. She added that One, Nine, and Eleven Dog Lane and One Royce Circle were included on the most recent revision of the campus map.

Ms. Moran referenced the list of possible events included on the agenda and said she would like the committee to start thinking about the possibility of a kick-off concert for the Town Square the Friday before the Festival.

Ms. van Zelm briefly outlined the plans and timing expectations for the Town Square.

Ms. Kornegay suggested tying in such a concert with one of the Square Fairs.

Ms. K. Paterson said she would not want to have a kick-off concert before the stage roof is installed.

Ms. Schwab concurred and expressed concern with planning the event too early.

Ms. Moran provided a brief update on the fundraising efforts for Town Square.

7. Adjourn

Ms. Paterson moved to adjourn the meeting.

Ms. Patwa seconded the motion.

The meeting adjourned at 5:15 pm.

Minutes prepared by Kathleen M. Paterson

**MANSFIELD DOWNTOWN PARTNERSHIP
ADVERTISING AND PROMOTION COMMITTEE**

Meeting

Wednesday, May 28, 2014

860.429.2740

4:15 pm

Minutes

Present: Toni Moran, Dee Goodrich, Janet Jones, Shawn Kornegay, Connie Neal, Betsy Paterson, Shamim Patwa, and Cara Workman

Staff: Kathleen Paterson

1. Call to order

Chair Toni Moran called the meeting to order at 4:15 pm.

2. Public comment

There was no public comment.

3. Approval of Minutes from March 26, 2014

Betsy Paterson moved to approve the Minutes.

Shawn Kornegay seconded the motion.

The Committee approved the Minutes as approved.

4. Update from Art Fair subcommittee

Janet Jones reported that the inaugural Square Fair planned for May was cancelled due to the weather. She said everything is in place for a successful first event in June and noted that with the opening of the Town Square, the subcommittee has decided to open up the event to additional artists.

5. Update from Festival subcommittee

Ms. Paterson reported that plans for the Celebrate Mansfield Festival are moving ahead. She noted that additional volunteers are needed for the subcommittee, in particular to organize the Celebrate Mansfield Parade.

Kathleen Paterson reported that the headlining act signed their contract and said she would begin promoting the group soon.

6. Discussion of celebration for Town Square

Ms. K. Paterson asked the Committee for their thoughts on what type of event they would like to have to celebrate the completion of the Town Square. She provided a general outline on the expected time frame and noted that the Partnership would prefer to have the event before the Festival.

Ms. Jones suggested tying in such an event to one of the Square Fairs, possibly the August event.

Ms. Paterson noted the need to recognize large donors.

Ms. Moran suggested having a ceremony followed by a celebration.

Dee Goodrich suggested having a small, private reception for large donors followed by a public ceremony recognizing all contributors and a brief performance on the stage.

Ms. Kornegay suggested reaching out to the Ballard Institute & Museum of Puppetry as a location for the reception.

Ms. Jones expressed concerns about the budget for this event.

Shamim Patwa expressed an interest in involving E. O. Smith High School groups in any celebration. She also asked about combining this event with one to recognize Partnership members.

Ms. Goodrich cautioned against diluting the purpose of the event, which would be to recognize people who have made significant contributions to the Town Square.

Following some discussion, Ms. Moran summarized the Committee's suggestions thusly:

1. Begin with a small, private reception for the large donors
2. Hold a public ceremony and dedication on the Town Square recognizing all contributors
3. Follow the ceremony with a brief performance (e.g. thirty minutes)
4. Then have the Square Fair – or, if the date of the Square Fair does not work, then have additional performances on the stage.

Ms. Goodrich volunteered to organize the reception portion of the event.

7. Discussion of October dog-themed event

Cara Workman explained that the UConn Pre-Vet Club holds a dog walk in the fall (previously thought to have been in the spring). She recommended that the Committee go forward with their own dog walk event as the audience would be different as would the location.

The Committee continued a discussion from the March meeting regarding whether the event should be free or whether an admission charge should be used as a fundraiser for the Town's Animal Shelter.

Ms. Jones expressed concern about the Partnership raising funds for things other than Partnership events.

Ms. Neal thought that participating dog-owners would prefer the idea of supporting the animal shelter.

Ms. K. Paterson commented that the Animal Shelter is part of the Town's Animal Control Department and that at Winter Welcome and Winter Fun Day, the Partnership has raised funds for the Town's Human Services' Holiday Fund and hosted a food drive for the Town's Food Pantry, respectively. She said that, if the event was a fundraiser for the Animal Shelter, then she would ask the Friends of Mansfield Animal Shelter to assist with organizing and facilitating the event. Ms. K. Paterson suggested that the

event could be a free event and noted the original idea of charging was to cover costs for “extras” such as dog treats and coffee.

Ms. Jones and Ms. Workman disagreed with the idea of a free event.

Ms. Workman and Ms. K. Paterson will work on an event proposal for the Committee’s review at the next meeting.

8. Other

Ms. K. Paterson explained that there are two open positions on the Committee and there is a UConn student who is interested in serving on the Committee. She asked the Committee for feedback to provide the Board on Committee assignments.

By consensus, the Committee agreed that they would welcome a student member to serve on the Committee.

9. Adjourn

Ms. Patwa moved to adjourn.

Ms. Kornegay seconded the motion.

The meeting adjourned at 6:00 pm.

Minutes prepared by Kathleen M. Paterson

**MANSFIELD DOWNTOWN PARTNERSHIP
ADVERTISING AND PROMOTION COMMITTEE**

Meeting

Wednesday, June 25, 2014

860.429.2740

4:15 pm

Minutes

Present: Toni Moran, Alexinia Baldwin, Dee Goodrich, and Shawn Kornegay

Staff: Kathleen Paterson

1. Call to order

Chair Toni Moran called the meeting to order at 4:25 pm.

2. Public comment

There was no public comment.

3. Approval of Minutes from May 28, 2014

There was no quorum; the Minutes were not approved.

4. Update from Art Fair subcommittee

In the absence of the Art Fair subcommittee chair, Kathleen Paterson reported that the May event was canceled due to the weather. She said that the June event is planned for Friday, June 27 on the Town Square. Ms. Paterson welcomed Committee members to volunteer at the event.

5. Update from Festival subcommittee

In the absence of the Festival subcommittee chair, Ms. Paterson reported that the Festival planning is progressing. She reviewed the new Sponsorship levels, the draft site plan, and the Parade route with the Committee.

Ms. Moran asked if the Festival is on the same day as Cornucopia, and if so, could there be a hay ride between the events.

Ms. Kornegay suggested seeing if UConn's shuttles could run between the events.

Ms. Paterson will look into possible transportation between the two events.

6. Discussion of celebration for Town Square

Ms. Moran said that a new date had been chosen based on the expected completion date of the stage pavilion. The celebration will be on Friday, September 19.

Ms. Paterson reviewed the discussion about the celebration from the previous meeting in which the Committee had expressed interest in a small reception for donors followed by a public celebration on the Town Square.

Dee Goodrich has begun planning the donor reception and explained that it will be held in the UConn Co-op Bookstore at Storrs Center and the Ballard Institute & Museum of Puppetry's shared performance space. She

said that everyone who contributed to the Town Square will be invited. Ms. Goodrich noted that a time has not yet been set, but that it will be held later in the day.

Ms. Moran asked about the status of the art sculptures and whether there would be a separate celebration for the art.

Ms. Paterson said she did not have a schedule for the art sculptures but her understanding was that there are several outstanding factors that will determine the schedule.

Ms. Goodrich suggested that, if the art has been selected and a donor has been confirmed, then they should be invited to the reception as well, regardless of whether the work has been installed.

Shaun Kornegay suggested that the public celebration include music, possibly a jazz group. She suggested that the group could play as attendees gathered and then the ceremony could followed by a brief performance.

Ms. Moran said she would prefer a jazz group or a classical string quartet.

Ms. Paterson questioned whether such a group would be a big draw for community members.

Ms. Kornegay and Ms. Moran both said they thought the target audience would be the Partnership Board, Town officials, the development team, donors, and others with an interest in the Town Square and so the main draw would be the ceremony officially opening the Town Square, not the music.

Ms. Moran said she thought the general public would be more interested in the Festival on Sunday and expressed concern that making the Friday celebration too big would detract from the Festival, or, would not in fact draw a crowd.

7. Review proposal for October dog-themed event

The review of the proposal for the dog-themed event was tabled to the next meeting.

8. Other

Ms. Paterson asked the Committee for feedback on the Celebrate Mansfield Weekend now that the Town Square celebration is on the Friday prior to the Celebrate Mansfield Festival. She explained that the Festival subcommittee had decided to focus their efforts on the Festival and not try to extend the weekend; however, that decision was made before the Town Square celebration was scheduled. Ms. Paterson noted that she was not advocating that the Committee or the Festival subcommittee plan additional events, but rather wondered if she should reach out to groups that had had activities on Saturday in the past, such as Joshua's Trust and the Town's Parks and Recreation Department.

Ms. Moran said she would like to see the weekend promoted as long as the Partnership does not plan additional activities.

Ms. Kornegay suggested contacting Cara Workman to see if there are events on campus to promote.

9. Adjourn

The meeting adjourned at 5:30 pm.

Minutes prepared by Kathleen M. Paterson

Eastern Highlands Health District
Board of Directors Regular Meeting Minutes
Mansfield Community Center, Community Room
Thursday, April 24, 2014 4:30 PM

Members present J. Elsesser (Coventry), R. Field (Tolland), M. Hart (Mansfield) M. Kurland (Mansfield), J. Luiz (Columbia), E. Paterson (Mansfield), P. Schur (Willington), J. Stille (Bolton), D. Walsh (Coventry), S. Werbner (Tolland),

Staff present: R. Miller, C. Trahan, K. Dardick (5:11pm), M. Brosseau

Call to order: E. Paterson called the meeting to order at 4:38pm.

Approval of minutes January 9, 2014: J. Stille made a MOTION, seconded by M. Hart to approve the minutes of the January 9, 2014 meeting. MOTION PASSED unanimously, with D. Walsh abstaining.

Public Comments:

None

Old Business

None

New Business

J. Elsesser made a MOTION, seconded by J. Stille to amend and add to the agenda the appointment of an auditor for fiscal year 13/14. MOTION PASSED unanimously. Item added as number 3a on the agenda

Personnel Recruitment Process – proposed personnel rules addendum

R. Miller presented an historical overview of the development of the personnel recruitment process. And relayed the personnel committee has recommended that the full board incorporate the recruitment process as an addendum to the personnel rules.

M. Hart made a MOTION, seconded by R. Field to amend the Eastern Highlands Health District Personnel Rules with said amendment to include, in whole, the recruitment process detailed in R. Miller's memo dated, 11/5/2013, with said memo to be identified as "Addendum G" within the rules, effective immediately.

J. Stille requested that when a regular position announcement distributed to all towns to help disseminate the information. M. Hart suggested that this be added as a friendly amendment to number 2. Item 2 will be amended to read "The Board of Directors shall be copied...". This was accepted as a friendly amendment. MOTION PASSED unanimously.

Director signature authorizations

R. Miller reminded board this is an annual requirement for the contracts executed with the state health department.

J. Elsesser made a MOTION, seconded by D. Walsh to adopt the "Resolution Signature Authorization" for fiscal year 2014/2015 contracts with the Connecticut Department of Public Health, as presented on April 24, 2014. MOTION PASSED unanimously. (Copy of resolution attached to these minutes.)

Appointment of auditor

Memo written by C. Trahan, CFO was distributed. This memo reminds the board that an auditor must be appointed annually. Town of Mansfield is in the second year of a three year contract with BlumShapiro & Co. P.C., and money has been allocated in the budget. R. Miller respectfully requested that the board approve the appointment of BlumShapiro & Co. P.C for fiscal year 13/14.

R. Field made a MOTION, seconded by J. Stille that the board approve the appointment of BlumShapiro & Co. P.C as auditor for fiscal year 13/14. MOTION PASSED unanimously.

Town Reports

Mansfield – M. Hart reported on the four corners water project. CT Water will provide the connection; Construction expected to begin in 2015 with plan to complete construction in July 2016. Town has an Advisory committee for this project to assist with design, financing, and construction of wastewater component, with Weston and Sampson engineers assisting.

Under the towns agreement with CT Water the town must establish an advisory committee to the company. Draft has been written to establish a 13 member committee to CT Water. Recommending representatives from other towns served by CT Water. Task of committee would be to advise on planning, capital improvement and, service connections. J. Elsesser suggested the addition of advising on fire suppression.

S. Werbner expressed concerns that parking and traffic increases associated with UConn's expansion are not being addressed.

E. Paterson informed the board that an impact study will be done. This study will include the region.

Coventry – J. Elsesser reported that CT Water will begin construction of new water mains at The Village the 1st week of May. Francesca's restaurant will be moving into the village. And Coventry is still waiting for DEEP approval to connect to sewers at the Coventry/Bolton town line.

Bolton – J. Stille informed the board that Phase 5 of the sewer project will begin following DEEP approval. Phase 4 will be complete within the next month or two. Reports of sewage leaking on route 44 are actually water from an AT&T utility manhole.

Tolland – S. Werbner reported to the board that there is an application for an 89 unit apartment complex in Tolland to be served by CT Water and community sewers. Three areas are being considered for solar farms. R. Field informed the board that Adams Adventure, a playscape for handicapped, will be built in Tolland.

Columbia – J. Luiz informed board that mandatory pump out ordinance is being revisited.

Subcommittee Reports

Financial Reports – period ending 12/31/13 & 3/31/14

R. Miller reported that the finance committee met and accepted the financial reports for the periods ending 12/31/13 and 3/31/14. R. Miller briefly reviewed the operating revenues for the report ending 3/31/14.

Personnel Committee update

M. Hart reported to the board that the personnel committee is looking into a change to the pay plan for staff; moving from grade and step to broad band system. This would provide management and board with more discretion in managing the budget, awarding increases based on merit. M. Hart also reported that the committee is in the process of fine tuning the annual review process for the director. This will include a self-assessment to be done by R. Miller.

M. Hart informed the board that All Board members are invited to participate in review, and encouraged to look at Rob's self-assessment when completing the review process.

Director's Report

R. Miller brought to the board's attention the new initiative of the Wellness team to produce healthy cooking videos.

Quarterly activity reports period ending 12/31/14

R. Miller reported that most environmental health indicators are down except for restaurant inspections. R. Miller expects that this year we will at 90% or better for mandated frequency of restaurant inspections. Management will be reviewing the rate of failures.

Connecticut Healthcare innovation plan

R. Miller gave a brief overview of the plan and suggested that there could be an impact on local public health. This would place a larger focus on preventive health care. There may be opportunities for the health district in the future.

K. Dardick informed board that he is a board member of ICP. He stated that primary care physicians will play a crucial role in this plan's success.

R. Miller cited examples of how the health district is currently providing preventative based programs.

Strategic Plan/Information Technology Plan update

R. Miller brought to the attention of the board the efforts to implement the information technology plan. Commercial, off-the-shelf products are being evaluated. It will be a challenge to find one that does everything needed. There is an RFQ in the works. Tailoring of the final product for the districts use will be necessary, and take time.

J. Stille requested that consideration be given to choosing a product that would allow staff to not have to do double data entry.

Meeting adjourned at 5:45 due to loss of quorum.

Director's interim report dated 3/7/2104

Interim reports will be written by the director to increase communication and disseminate information.

D. Walsh inquired about the letters sent to towns to recruit for board vacancies. E. Paterson will be following up letters with phone calls. D. Walsh also inquired about the boards thinking on institution of successive limits for board members.

Legislative/Advocacy Issues

CADH Bill tracker

R. Miller brought to the boards attention pending Senate bill 66 regarding outdoor wood furnaces. This was proposed by the DEEP to keep state regulations regarding separating distances and stack height standards developed in the state in effect.

R. Miller also brought to the boards attention House bill 5528 which looks to align local public health essential services with national criteria.

Communications/other

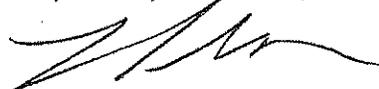
R. Miller noted that Coventry has been given some awards from the Let's Move! Cities, Towns and Counties Team at the National League of Cities.

J. Luiz informed the board that he has been told that Lebanon may be looking for a health director since the current director has resigned and asked if the board was interested in talking to them. R. Miller reminded board that this is addressed in the strategic plan – the board will provide due consideration. R. Miller is willing to have a preliminary conversation. J. Luiz will call and refer Joyce Okanuck to R. Miller.

Meeting ended 6:01 p.m.

Next Board Meeting – February 20, 2013, 4:30 PM at Coventry Town Hall Annex

Respectfully submitted,



Robert Miller
Secretary

EHHD Finance Committee
Special Meeting Minutes – Draft
Coventry Town Hall Annex
June 19, 2014

Call to Order at 4:01PM

Present: E Paterson, J Elsesser, P Schur (conference call), R Miller, C Trahan, A Meriwether

J Elsesser MOVED, P Schur seconded to approve the minutes of 4/24/14 as presented. Motion PASSED, unanimously.

J Elsesser MOVED, P Schur seconded to approve the fiscal year 13/14 line item transfers as presented. A copy of the transfers is attached to these minutes. Motion PASSED, unanimously.

R Miller notified board of recent challenges with CTG and the early termination of the grant period by the CDC.

Meeting adjourned at 4:15 PM.

Sincerely,

A handwritten signature in black ink, appearing to read 'R Miller', written in a cursive style.

Robert Miller
Secretary