

Ogunquit Select Board  
January 18, 2022  
Page 1 of 12

Heath R. Ouellette, Chair  
Robert M. Whitelaw, Vice Chair  
Richard A. Dolliver  
Scott A. Vogel  
Carole J. Aaron



**Ogunquit Select Board**  
**January 18, 2022**  
**Dunaway Community Center**  
**23 School Street, Ogunquit, Maine**

*This meeting is being held at the Dunaway Community Center. Members of the public may attend in person, watch on Town Hall Streams ([https://townhallstreams.com/towns/ogunquit\\_maine](https://townhallstreams.com/towns/ogunquit_maine)) or participate remotely via Zoom using the link below.*

**Connecting by computer or mobile device:** Register in advance or at the time of the meeting:  
[https://ogunquitpd-org.zoom.us/webinar/register/WN\\_KeqPns1IQkuTDU5fmy5auQ](https://ogunquitpd-org.zoom.us/webinar/register/WN_KeqPns1IQkuTDU5fmy5auQ)

After registering, you will receive a confirmation e-mail with information to join the meeting.

**Connecting by land line/telephone:** If you want to call in to the meeting, dial:1-312-626-6799 or 1-929-436-2866  
Webinar ID: 816 0835 9304  
**Password: 641577**

## Minutes

### 4:00 pm Select Board/Budget Review Committee Meeting

The meeting was called to order at 4:04 pm.

Select Board members present: Heath R. Ouellette, Chair  
Robert M. Whitelaw, Vice Chair  
Carole J. Aaron  
Scott A. Vogel (via Zoom)

Select Board members absent: Richard A. Dolliver

Budget Committee members present: Kate Mitsch (via Zoom)  
James Oliver  
David Fazzina  
Thomas Sellers (via Zoom)  
Peter Kahn (via Zoom)

Town Staff: Matthew Buttrick, Town Manager (via Zoom)  
Mandy Cummings, Treasurer

This meeting will be broadcast live on WOGT (Channel 3), live streamed on the Town website [www.townhallstreams.com/towns/ogunquit\\_maine](http://www.townhallstreams.com/towns/ogunquit_maine) and recorded for viewing on WOGT and the Town web site.

Ogunquit Select Board

January 18, 2022

Page 2 of 12

**1.0 Fiscal 2023 Budget**

**\*1.1 Review Any Changes to Town Manager's Proposed Budget**

Mr. Buttrick said that a Select Board member made a request to decrease the funding for the Ogunquit Library from \$40,000 to \$20,00 and that, if the Recreation Director position is approved, the Town could coordinate with the library on programming.

Chair Ouellette then read a statement about the process today, specifically regarding discussion of Town employee's salaries and treatment of Town staff. This statement was done with input from the Town Attorney and addressed confidentiality in regard to discussing employee salaries.

**\*1.2 Answer Submitted Questions**

Mr. Buttrick said there were questions concerning the following:

- Revenue
- Documentation for the Capital Improvement Project (CIP) costs regarding the Municipal Campus

**1.3 Public comment on FY 2023 proposed budget**

Comments/questions: None.

**\*1.4 Final Comments from Select Board and Budget Review Committee Members**

Budget Review Committee Members Comments:

- \$37,000 worth of changes in personnel-related costs since last budget.
- Municipal expenses going up about \$1,000,000, net Municipal expenses going up about 20%, discretionary expenses going up 10.6%, and overall expenses going up about 10.24%.
- Municipal revenue going down about 1.2%.
- Real estate taxes going up more than 10% if this budget is approved as is.
- Proposal for an increase in the Transfer Station budget of \$17,620 for salary and FICA.
- Legal fees going up from \$80,000 to \$95,000
- Bathhouse repairs costs of \$10,000 (where is it in the budget and if not there, increase the budget).
- Parks & Recreation Director position not imperative this year.
- Paving, police cruiser, and the roll off containers for the Transfer Station should not be bonded.
- There has been no presentation/discussion of the \$875,000 request for the Municipal Campus and there is no documentation. Some concern about support for this item.
- Concern about overall budget increasing \$1,000,000 coupled with the Town's authority to borrow by an additional \$2,000,000 (triple the Town's current level of borrowing).
- Library budget cut to \$5,000; Historical Society budget cut to \$8,000, Parks & Recreation Committee budget cut to \$20,000, not fund the new Cultural & Recreation position, cut the Bike Ped Committee budget to \$3,000, and not fund the study for the Bike Ped Committee.

Select Board member comments:

- Support the \$875,000 for the Municipal Campus.
- No support for \$25,000 for buying land.
- Support for new position in the Land Use Office as well as the Culture and Recreation position.

This meeting will be broadcast live on WOGT (Channel 3), live streamed on the Town website [www.townhallstreams.com/towns/ogunquit\\_maine](http://www.townhallstreams.com/towns/ogunquit_maine) and recorded for viewing on WOGT and the Town web site.

## Ogunquit Select Board

January 18, 2022

Page 3 of 12

- No support for the library funding request.
- Agreement with Budget Review Committee comment on lowering budgets for the Library, Historical Society, Parks & Recreation Committee and Bike Ped Committee.
- No support for the Culture and Recreation position.
- Revenue is underreported across the board.
- Support for the library funding request.
- Support for the legal cost increase as the increase supports lawsuits not covered by insurance.
- Support for the \$25,000 for buying land for conservation but would like to see a plan.

\*1.5 Vote on Fiscal 2023 Budget

NOTE: Select Member Dolliver was absent for the voting.

OPERATING BUDGET	2023 request	SB	SB vote Y, N	Comments	BRC	BRC vote Y, N
General government	995,296		4 Y, 0 N			5 Y, 0 N
Information services	149,799		4 Y, 0 N			5 Y, 0 N
Liability Insurances	241,028		4 Y, 0 N			5 Y, 0 N
Police Department	1,911,784		4 Y, 0 N			5 Y, 0 N
Visitor Services	365,773		4 Y, 0 N			5 Y, 0 N
Fire Department	1,684,313		4 Y, 0 N			5 Y, 0 N
Harbormaster	172,127		4 Y, 0 N			5 Y, 0 N
Lifeguard/Ocean Rescue	291,676		4 Y, 0 N			5 Y, 0 N
Public Works	1,215,769		4 Y, 0 N			5 Y, 0 N
Transfer Station	469,919		4 Y, 0 N			4 Y, 1 N (Kahn)
Utilities	187,896		4 Y, 0 N			5 Y, 0 N
Facilities	425,952		4 Y, 0 N			5 Y, 0 N
Land Use/Assessing	559,920		4 Y, 0 N			5 Y, 0 N
General Assistance	2,000		4 Y, 0 N			5 Y, 0 N
Ogunquit Memorial Library	40,000	20,000	2 Y, 2 N (Vogel, Whitelaw)	1 SB member recommends 20,000	20,000	3 Y, 2 N (Fazzina, Sellers)
		5,000	4 Y, 0 N			
Lifeflight	892		4 Y, 0 N			5 Y, 0 N
Historical Society of Wells/Ogunquit	24,000		1 Y, 3 N (Aaron, Vogel, Whitelaw)			3 Y, 2 N (Sellers, Mitsch)
		8,000	4 Y, 0 N			
Parks & Recreation	137,314		3 Y, 1 N (Vogel)			3 Y, 2 N (Kahn, Sellers)

This meeting will be broadcast live on WOGT (Channel 3), live streamed on the Town website [www.townhallstreams.com/towns/ogunquit\\_maine](http://www.townhallstreams.com/towns/ogunquit_maine) and recorded for viewing on WOGT and the Town web site.

## Ogunquit Select Board

January 18, 2022

Page 4 of 12

OPERATING BUDGET	2023 request	SB	SB vote Y, N	Comments	BRC	BRC vote Y, N
Ogunquit Heritage Museum	29,984		4 Y, 0 N			5 Y, 0 N
Bike Ped Committee	28,000		2Y, 2N (Aaron, Vogel)			1Y, 4N (Kahn, Oliver, Sellers, Mitsch)
		3,000	3 Y, 1 N (Whitelaw)		3,000	5 Y, 0 N
Conservation Commission	39,900		4 Y, 0 N			5 Y, 0 N
Shellfish Conservation	10,050		4 Y, 0 N			5 Y, 0 N
Marginal Way Committee	24,000		4 Y, 0 N			5 Y, 0 N
Piping Plovers	5,983		4 Y, 0 N			5 Y, 0 N
Sustainability	48,000		4 Y, 0 N			5 Y, 0 N
Performing Arts	9,500		4 Y, 0 N			5 Y, 0 N
York County Community Action	500		3 Y, 1 N (Ouellette)			5 Y, 0 N
Age Friendly	500		4 Y, 0 N			5 Y, 0 N
Debt Service	1,166,940		4 Y, 0 N			5 Y, 0 N
Compensated Absence Reserve	75,000		4 Y, 0 N			5 Y, 0 N
Unemployment Reserve	5,000		4 Y, 0 N			5 Y, 0 N
Eco Maine Closeout	15,000		4 Y, 0 N			5 Y, 0 N
Contract Adjustments	30,000		4 Y, 0 N			5 Y, 0 N
Land Conservation	25,000		2 Y, 2 N (Whitelaw Vogel)			2 Y, 3 N (Fazzina, Oliver, Mitsch)
					20,000	2 Y, 3 N (Fazzina, Oliver, Mitsch)
		0	2 Y, 2 N (Aaron, Ouellette)		0	3 Y, 2 N (Kahn, Sellers)
TOTAL OPERATING BUDGET	10,388,815					

This meeting will be broadcast live on WOGT (Channel 3), live streamed on the Town website [www.townhallstreams.com/towns/ogunquit\\_maine](http://www.townhallstreams.com/towns/ogunquit_maine) and recorded for viewing on WOGT and the Town web site.

## Ogunquit Select Board

January 18, 2022

Page 5 of 12

CIP BUDGET	2023 request	SB	SB vote Y, N	Comments	BRC	BRC vote Y, N
4 Post Truck Lift (bonded)	66,000		4 Y, 0 N			5 Y, 0 N
Sidewalk/Mowing Tractor (bonded)	145,000		4 Y, 0 N			5 Y, 0 N
Paving Projects (bonded)	75,000		4 Y, 0 N			4 Y, 1 N (Sellers)
9 New Pilings (bonded)	32,000		4 Y, 0 N			5 Y, 0 N
New Docks and 2 <sup>nd</sup> hoist (not bonded)	16,000		4 Y, 0 N			5 Y, 0 N
Boat Ramp (not bonded)	7,000		4 Y, 0 N			5 Y, 0 N
Roll off Container Repair (not bonded)	10,000		4 Y, 0 N			4 Y, 1 N (Kahn)
Police Cruiser (bonded)	55,000		4 Y, 0 N			4 Y, 1 N (Sellers)
Marginal Way Repairs (bonded)	250,000		4 Y, 0 N			5 Y, 0 N
Main Beach Project (bonded)	600,000		4 Y, 0 N			5 Y, 0 N
Municipal Campus Project (bonded)	875,000		4 Y, 0 N			3 Y, 2 N (Kahn, Sellers)
TOTAL CIP	2,131,000					
REVENUES	2023 request	SB	SB vote Y/N	Comments	BRC	BRC vote Y/N
General Government	644,500					
Public Safety	281,750					
Visitor Services	2,331,925		4 Y, 0 N			5 Y, 0 N
Public Works/Services	212,500					
Land Use	167,650					
Museum/Recreation	1,000					
Shellfish	5,000					
Use of Fund Balance	225,000					
Other Town and State	1,537,400		4 Y, 0 N	Combines all other items except Visitor Services		5 Y, 0 N
TOTAL REVENUES	3,869,325					

This meeting will be broadcast live on WOGT (Channel 3), live streamed on the Town website [www.townhallstreams.com/towns/ogunquit\\_maine](http://www.townhallstreams.com/towns/ogunquit_maine) and recorded for viewing on WOGT and the Town web site.

Ogunquit Select Board

January 18, 2022

Page 6 of 12

Comments/questions:

BRC members – None

Select Board members:

- Ms. Aaron
- Mr. Vogel
- Mr. Whitelaw
- Chair Ouellette

**Motion 1.01:** Select Member Vogel made a motion to adjourn. Motion seconded by Select Member Aaron.  
**Motion passed 4:0.**

**Motion 1.02:** BRC member Mitsch made a motion to adjourn. Motion seconded by BRC Member Sellers.  
**Motion passed 5:0.**

The meeting was adjourned at 5:38 pm.

**6:00 pm Select Board Meeting**

**\*1.0 Welcome and Call to Order**

The meeting was called to order at 6:01 pm.

**\*1.1 Roll Call**

Members present: Heath R. Ouellette, Chair  
Robert A. Whitelaw, Vice Chair  
Carole J. Aaron  
Scott A. Vogel (via Zoom)

Member absent: Richard M. Dolliver

**Motion to excuse:** Select Member Aaron made a motion to excuse Select Member Dolliver this evening. Motion seconded by Select Member Vogel.  
**Motion passed 4:0.**

Staff present: Matthew Buttrick, Interim Town Manager

**\*1.2 Pledge of Allegiance**

**2.0 Consent Agenda**

**\*2.1 Approve Draft Minutes – 11/30/2021 and 01/04/2022**

This meeting will be broadcast live on WOGT (Channel 3), live streamed on the Town website [www.townhallstreams.com/towns/ogunquit\\_maine](http://www.townhallstreams.com/towns/ogunquit_maine) and recorded for viewing on WOGT and the Town web site.

Ogunquit Select Board

January 18, 2022

Page 7 of 12

- \*2.2 Approve Payroll Warrants – 01/6/2022 and 01/13/2022
- \*2.3 Approve Accounts Payable Warrant – 01/18/2022
- \*2.4 Approve Perkins Cove Harbor Committee Remote Policy
- \*2.5 Approve Parks and Recreation Updated Bylaws

Comments/questions: None

**Motion 2.0** Select Member Aaron made a motion to approve the Consent Agenda. Motion seconded by Select Member Whitelaw.

**Motion passed 4:0.**

### **3.0 Public Hearing and Select Board Vote**

3.1 Stearns Road One Way System Beginning April 1<sup>st</sup>, 2022

Public Hearing started at 6:06 pm.

Comments/questions:

- Claire Mortimer
- David Mait

Public Hearing ended at 6:11 pm.

Mr. Buttrick outlined the longer-term process (Maine Local Roads, sidewalk, reduction in road curvature) and cost estimates (nothing at this point but about \$1.000 for a survey). He said there would be time for public hearings.

Comments/questions from the Select Board members:

- Mr. Whitelaw
- Ms. Aaron

Comments/questions from the public:

- Susan Stevens

**Motion 3.1** Select Member Vogel made a motion to begin Stearns Road System one-way beginning April 1<sup>st</sup>, 2022. Motion seconded by Select Member Aaron.

**Motion passed 4:0.**

3.2 Review Fee Schedule 2022 Parking Rates and Resident Beach Sticker Price – Ray Hamlin and Gene McSweeney, Visitor Services

Mr. Hamlin and Mr. McSweeney presented the following:

- 2021 accomplishments including placing meters for Footbridge and North Beach Lots, extending hours for parking at metered lots until 8:00 pm, eliminating the shoulder season, implementing pay by plate, introducing Passport enforcement tool with the Police Department, increasing Main Beach Parking Lot weekend rates, and installing fence in Obeds Lot.
- Comparison of 2019 to 2021 revenue and revenue change (percent) for beach parking lots.
- 2022 plans including installing meters at the Main Beach Parking Lot, introducing a mobile phone parking app, implementing weekday/weekend rates at the beach parking lots, expanding the hours to

This meeting will be broadcast live on WOGT (Channel 3), live streamed on the Town website [www.townhallstreams.com/towns/ogunquit\\_maine](http://www.townhallstreams.com/towns/ogunquit_maine) and recorded for viewing on WOGT and the Town web site.

Ogunquit Select Board

January 18, 2022

Page 8 of 12

9 pm in the beach parking lots and the Perkins Cove Parking Lot, and eliminating the shoulder season for the hotel passes/increasing the fee.

- Proposed changes in fees and review of Appendix A (in packet)

Comments/questions:

- Chair Ouellette
- Ms. Aaron
- Mr. Whitelaw

Mr. Vogel signed off during this part of the meeting.

3.3 Public Hearing – Chapter 210, Appendix A – Fee Schedule for Fee Schedule 2022 Parking Rates and Resident Beach Sticker Price

Public Hearing started at 7:01 pm.

Comments/questions:

- Michael Blazejowski
- Ramsey Lafayette (Norseman manager)
- Richard Della Bernardo

Public Hearing ended at 7:11 pm.

The proposed hotel rate would start on April 15<sup>th</sup>, 2022 and the designation of Friday as a weekend day (been that way for a while).

**4.0 Presentations, Proclamations, Resolutions & Communications**

4.1 Update and Overview of School District Year 2021/2022 - School Superintendent Daly

Superintendent Daly and Jay Moore presented the following:

- WOCSD Mission Statement
- Goals for the 2021-2022 in the areas of Community Outreach and Core Values, Curriculum, Instruction, and Assessment, Student Competencies and Future Trends in Practice and a focus on Technology and Facilities
- Ogunquit enrollment from FY18-FY21
- FY23 Budget Development timetable, input, and requests
- School Statistics vis a vis graduation rates and Maine rankings from 2017-2021
- Updates on COVID-19 and capital improvements

Comments/questions:

- Ms. Aaron
- Mr. Whitelaw
- Chair Ouellette

4.2 Marginal Way Committee Update – Joan Griswold

Ms. Griswold presented the following highlights about 2021 (and some 2020):

- Strategic Plan – Public Safety, Horticulture, Stewardship, and Administration
- Work on the Marginal Way
- Volunteer Stewards during the summer
- Partnership with Leave No Trace
- 70% number for native plants vs. invasive plants

This meeting will be broadcast live on WOGT (Channel 3), live streamed on the Town website [www.townhallstreams.com/towns/ogunquit\\_maine](http://www.townhallstreams.com/towns/ogunquit_maine) and recorded for viewing on WOGT and the Town web site.



Ogunquit Select Board

January 18, 2022

Page 9 of 12

- 2022 Revised Green Book on the Town's website under the Marginal Way Committee page

Comments/questions:

- Ms. Aaron
- Chair Ouellette

4.3 Facilities and Space Needs Committee – Mary Ann Rush, Chair

Ms. Rush presented the following:

- Mission of the Committee
- Focus on Town campus (Dunaway Center and the school)
- Hired a consultant (Context Architecture) who will complete a plan with recommendations
- The Committee is conducting two listening sessions on January 20<sup>th</sup> at 9:00 am and 6:00 pm to receive input from the community

Comments/questions:

- Chair Ouellette

Parks and Recreation update as requested by Select Member Aaron who stated there is a survey going around (Town website and hard copies available) about the future of Agamenticus Park.

**5.0 Unfinished Business**

**\*5.1 Comprehensive Plan Committee Appointment**

Appoint Member to the Comprehensive Plan Committee (one opening). Term to Expire January 30, 2025 or Upon Final Adoption of Comprehensive Plan by the Voters, Whichever Occurs Sooner.

Applicants:

Elaine Cooper (Planning Board)

Mark Dufton

Peter Kahn

Patience Prescott Sundaresan

**Motion 5.1** Select Member Aaron made a motion to appoint Mark Dufton to the Comprehensive Plan Committee. Motion seconded by Select Member Whitelaw.  
**Motion passed 3:0.**

**6.0 New Business**

6.1 Maine Historic Preservation Commission Nominated Town Owned Sections of Marginal Way and Easements

Mr. Buttrick gave a brief overview of the request from the Maine Historic Preservation Commission and asked for consensus from the Select Board which was provided from all three Select Board members.

6.2 Earned Paid Leave Policy

This meeting will be broadcast live on WOGT (Channel 3), live streamed on the Town website [www.townhallstreams.com/towns/ogunquit\\_maine](http://www.townhallstreams.com/towns/ogunquit_maine) and recorded for viewing on WOGT and the Town web site.

Ogunquit Select Board

January 18, 2022

Page 10 of 12

Mr. Buttrick said this refers to a statute regarding part-time and seasonal employees.

Comments/questions: None

**Motion 6.2** Select Member Whitelaw made a motion to approve the Earned Paid Leave Policy. Motion seconded by Select Member Aaron.  
**Motion passed 3:0.**

6.3 Set Date for Board of Assessment Review Meeting

The Select Board set the following dates: Wednesday, January 26<sup>th</sup> at 6:00 pm. If there is no quorum for that meeting, then the next meeting is Wednesday, February 2<sup>nd</sup> at 6:00 pm. If there is no quorum for that meeting, then the next meeting is Wednesday, February 9<sup>th</sup> at 6:00 pm.

Comments/questions: None

**Motion 6.3** Select Member Whitelaw made a motion to set the next date for the Board of Assessment Review Meeting on Wednesday, January 26<sup>th</sup> at 6:00 pm or, if a quorum is not able to meet, February 2<sup>nd</sup> at 6:00 pm or, if a quorum is not able to meet, February 9<sup>th</sup> at 6:00 pm. Motion seconded by Select Member Aaron.  
**Motion passed 3:0.**

6.4 Discuss Select Board Committee Application and Interview Policy

Chair Ouellette said the Town Clerk is developing a manual for the application and meeting process. The question about the interview is whether in person, zoom, or a choice. He said he would have a draft of the Policy at the next meeting.

Comments/questions:

- Mr. Whitelaw
- Ms. Aaron
- Chair Ouellette

6.5 Approve purchase finance of Electric Vehicle for town use

Mr. Buttrick said this purchase of a fully electric 2022 Nissan Leaf vehicle would be used by the Code Enforcement Officer or other staff for Town business. This request, he indicated, was made due to the Town receiving a grant for \$7,500 for this purpose and which expires at the end of June. After the grant was applied the purchase price is \$21,061.50, which is \$376 per month for 72 months.

Comments/questions:

- Mr. Whitelaw
- Chair Ouellette

**Motion 6.5** Select Member Aaron made a motion to approve purchase finance of an Electric Vehicle through Bill Dodge for a 2022 Nissan Leaf. Motion seconded by Select Member Whitelaw.  
**Motion passed 3:0.**

This meeting will be broadcast live on WOGT (Channel 3), live streamed on the Town website [www.townhallstreams.com/towns/ogunquit\\_maine](http://www.townhallstreams.com/towns/ogunquit_maine) and recorded for viewing on WOGT and the Town web site.

Ogunquit Select Board

January 18, 2022

Page 11 of 12

- 6.6 Outdoor Sales (added earlier in the meeting at the request of Chair Ouellette)  
Chair Ouellette said the Chamber asked if Ogunquit might relax its “no outdoor sales” in the ordinance and mentioned that the Planning Board would need to take this up. Chair Ouellette asked if he could send a letter to the Planning Board regarding this request.

Comments/questions:

- Mr. Whitelaw
- Ms. Aaron
- Chair Ouellette

## 7.0 **Select Board Updates**

### \*7.1 Committee Liaison Updates

Select Board member	Committee	Report
Whitelaw	Sustainability	Had a seminar today by Acorn Consulting engineers about erosion control.
	Performing Arts	Robert Mitchum month continues for movies.
Aaron	Parks & Recreation	Agamenticus Park survey is available and there are informational flyers circulating around Town and on social media.
Ouellette	Facilities and Space Needs	Meeting on Thursday at 9 am and 6 pm to talk about the vision for the Ogunquit Village School and Dunaway Center.
	Charter Commission via communication from Select member Dolliver	Primary draft is available on the Town website. Public comments are welcome at their next meeting on February 10 <sup>th</sup> . Legal review is also occurring.

## 8.0 **Public Comments**

The Select Board welcomes the public to comment and ask questions about Town related matters, and any items on the agenda including license renewals during public comment. Questions are not always answered immediately; the Select Board has agreed to answer questions by the next regularly scheduled meeting whenever possible. We ask that people keep comments brief and to the point (no more than three minutes and one time per meeting, except when public comment is solicited on specific agenda items), as well as that your comments be respectful of the community we aspire. We also ask that if you have a complaint or concern, it would be most helpful if you also offer a solution or solutions. Please begin your comments by stating your name and your affiliation with Ogunquit (i.e., resident, taxpayer, voter, business owner, etc.) or state the Town you are from.

Comments/questions: None

This meeting will be broadcast live on WOGT (Channel 3), live streamed on the Town website [www.townhallstreams.com/towns/ogunquit\\_maine](http://www.townhallstreams.com/towns/ogunquit_maine) and recorded for viewing on WOGT and the Town web site.

Ogunquit Select Board

January 18, 2022

Page 12 of 12

**\*9.0 Select Board Comments**

Comments/questions: None

**\*10.0 Adjourn**

**Motion 10.0** Select Member Whitelaw made a motion to adjourn. Motion seconded by Select Member Aaron.

**Motion passed 3:0.**

The meeting was adjourned at 8:25 pm.

**\*Agenda items with an (\*) indicate when public input is not planned for that specific item**

Respectfully submitted,



---

Ilene Kanoff, Recording Secretary