



**Town of South Bristol**  
6500 Gannett Hill Road West  
Naples, New York 14512-9216  
585.374.6341

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**Zoning Board of Appeals Meeting Agenda**

Wednesday, May 23, 2018

7:00 p.m.

**Call to Order**

**Pledge of Allegiance**

**Minutes**

Approval of March 28, 2018 Zoning Board of Appeals Meeting Minutes

**New Business/Public Hearing**

Area Variance Application #2018-0004

Owners: Merry Jo Polimeni and Cheryl Carey

Property: Hicks Road, Lot 1 vacant land and Lot 2 vacant land with pole barn

Tax Map #: 168.00-1-53.131 and 168.00-1-53.132

**Old Business**

**Other**

**Motion to Adjourn**

## **Town of South Bristol Zoning Board of Appeals Meeting Minutes Wednesday, May 23, 2018**

**Present:** Robert Bacon  
Thomas Burgie  
Albert Crofton  
Carol Dulski  
Jonathan Gage  
John Holtz  
Barbara Howard

**Guests:** Merry Jo Polimeni  
Cheryl Carey  
Joseph Polimeni  
Brendan Gooding, Venezia & Associates  
Keith English

### **Call to Order**

The meeting of the Town of South Bristol Zoning Board of Appeals was called to order at 7:00 p.m. followed by the Pledge of Allegiance. There was a roll call of board members with all present.

### **Minutes**

Chairman Burgie shared that the prior meeting minutes were long and wanted to give Board members more time to go through them. Anyone who has comments please send them to Diane. We will address the minutes from the prior meeting and this meeting at the next scheduled meeting.

### **New Business**

The Rules of Order were read by Chairman Burgie.

### Area Variance Application #2018-0004:

Public Hearing Notice was read by Diane Graham:

### **LEGAL NOTICE**

### **NOTICE OF PUBLIC HEARING**

PLEASE TAKE NOTICE that the Town of South Bristol Zoning Board of Appeals will hold a public hearing on the following application:

Application #2018-0004 for property owned by Merry Jo Polimeni located at Hicks Road, Tax Map #168.00-1-53.131, Lot 1 and Cheryl Carey located at Hicks Road, #168.00-1-53.132, Lot 2 are looking for a 15.98 foot lot width variance for Lot 1 where 100 foot minimum lot width is required per Town Code.

SAID HEARING will take place on the 23rd day of May, 2018 beginning at 7:00 p.m. at the South Bristol Town Hall, 6500 Gannett Hill Road West, South Bristol, NY.

All interested parties may appear in person or by representative.

Chairman Burgie: This is where you have the opportunity to present your case for why you want to do it and what you are trying to do. In the application there was a list of five things that we must address. We must consider when granting or denying the variance that are required by legal precedent, if you will, to be addressed in our findings. Who would like to speak?

Brendan Gooding: Good evening Board. Brendan Gooding here with Venezia and Associate Land Surveyors. I am here with the Polimenis and representing them. We are seeking a front lot line variance this evening where we should be 100 feet. We are looking at 84.02 feet. We do find with this lot line revision that we did come into play from the previous one that there was going to be minimal detrimental impacts to the area and ultimately clean up the map itself for future resale values and ease of use of the property.

Chairman Burgie: Anyone else? Good. Okay. I will ask the Code Enforcement Officer to explain the rationale for refusal of the permit with any background that you can offer here.

Keith English: I am filling in for Phil Sommer. What I have learned about it is there was a nonconformity certificate or preexisting non-conforming lot. It was 50 feet.

Chairman Burgie: Sorry I missed that.

Keith English: A 100 feet now. I do not know how you can go from conforming to nonconforming on a self-created hardship.

Chairman Burgie: What were you saying about 50 feet?

Brendan Gooding: I believe the map prior to that was 50 feet before we did a lot line adjustment for this filed map.

Chairman Burgie: So this was subdivided before and one of them was fifty foot frontage?

Cheryl Carey: Yes. Originally it was grandfathered in at 50 feet. Your portion over here which is what we would like to change to the 84. When we subdivided it, we gave her 100 feet, right?

Merry Jo Polimeni: Yes.

Cheryl Carey: But in order to remain with the five acres for Joe and my side we had to go back further. So we made it longer, but we made hers wider. In doing so it was after the fact that we discovered that this back portion here we took was considered prime property. Therefore, we are trying to sell this and we would like to get the prime property area back to Merry Jo so that it does not get sold. In order to do that and still keep a five acres we have to bring it back to 84.02. The back boundary will remain prime property area. I do not know how much is right there, do you know?

Joseph Polimeni: It will not protrude into that.

Cheryl Carey: That way it would remain in Merry Jo's name.

Chairman Burgie: What is the definition of prime property?

Cheryl Carey: That I do not know. You would have to ask the surveyors. It all looks the same to me.

Brandon Gooding: Something of higher value.

Chairman Burgie: What makes that a higher value in this lot?

Brandon Gooding: Lake view.

Chairman Burgie: So lake view how is that Hicks Road the long way?

Robert Bacon: Can we just reference it lot 1 versus lot 2? If I recall the conversation correctly, it is only lot 2 is the prime property because it is higher in elevation and has a view of the lake?

Cheryl Carey: Just this back portion here. It says original lot line. That little square right there is considered the prime. I would like to give that back to Merry Jo within the survey.

Chairman Burgie: That has the view of the lake?

Cheryl Carey: I am told it is prime property. I have not been back there enough to know whether you can actually see the lake from there or not. It depends on how many trees are growing. I do not know.

Robert Bacon: Can I ask a question around dates. When was the property changed? I do not need the exact date, but years.

Cheryl Carey: June 2017 is when we initially put it back and changed it from the fifty feet road frontage to the one hundred feet so that it was legal at that time, but in doing, of course, we had to come further into the prime property. Now that we would like to sell the five acres there has been some debate about this back property. I would like to give that back to Merry Jo.

Joseph Polimeni: And maintain that straight boundary.

Cheryl Carey: And do a straight boundary.

Carol Dulski: You want to sell lot 2 just to clarify?

Cheryl Carey: Yes.

Chairman Burgie: When you say give it back to Merry Jo, you are giving it back to lot 1?

Cheryl Carey: Correct.

Robert Bacon: This dotted line is what they are giving back to Merry Jo. So the view from lot 1 is better than the view from lot 2 is what you are saying?

Cheryl Carey: Correct.

Keith English: Can I ask a question? Here is my question. Because there are other ways to achieve what you are trying to achieve and still maintain the one hundred foot. I do not comprehend why you could not straighten out the line come all the way back. It would bump out into this a hair.

Cheryl Carey: That is what they do not want to do. This is where it was bumped out previously from where it is right now.

Keith English: Okay.

Cheryl Carey: They do not want a bump out at all. They want it to go straight across.

Brandon Gooding: With all due respect we have played with numbers and figures for a very long time in order to achieve what we have in front of us today for our client's request.

Keith English: I am not going to say anymore.

Chairman Burgie: We can have discussion in a minute and we will have some more questions at that point. All the Board I am sure would love to know more about this. We do want to step through a few things. Did anybody have an opportunity to go down and do a visitation?

Robert Bacon: I did a visitation. Stopped in and walked a little bit of the property line. One of the questions in my mind was is there buried utilities in the property for planned development and I did not see that? That would be a question I had to the group. I am looking to see what constraints we had and why we drew out the property lines that we have today.

Joseph Polimeni: There are no utilities at all.

Robert Bacon: So it is completely undeveloped?

Joseph Polimeni: Correct.

Robert Bacon: Other than the barn and the driveway?

Cheryl Carey: There is electric to the barn.

Joseph Polimeni: Correct.

Brandan Gooding: That is overhead.

Robert Bacon: There is no well?

Chairman Burgie: I am sorry, but that is over what?

Brandan Gooding: Overhead electric not underground.

Chairman Burgie: Okay.

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Jonathan Gage: I looked at it from the road. I did not walk on the property. I was mainly looking for how it would affect the neighborhood around it. It really only has one contiguous neighbor to lot one which would be Schultz there and the other side is Mark Polimeni, but that would be pretty much on a straight line to lot two. Nothing really across the road except the Brahm Farm. I was looking to see if it would have an adverse effect on the neighborhood.

Chairman Burgie: Have you been in contact with any of the neighbors around this property?

Cheryl Carey: Mark Polimeni.

Chairman Burgie: Tom Brahm from the other side of the road?

Joseph Polimeni: I have not. No.

Barbara Howard: I am the other neighbor.

Cheryl Carey: Oh okay.

Chairman Burgie: I am sorry what?

Barbara Howard: I am the other neighbor just so it's clear.

Chairman Burgie: Oh okay.

Barbara Howard: It says Schultz. Actually my husband and I both own that property.

Chairman Burgie: I want to make one other thing clear. She is not a voting member on this Board. We require five and she is an alternate on this. Although she can ask questions she is not going to have a vote into the process.

Brandan Gooding: Just because of conflict of interest?

Barbara Howard: I would not anyway.

Chairman Burgie: She would not anyway because there are five primary members and she is the sixth person. She is the alternate, but to make sure that it is clear there will not be a conflict of interest or potential conflict of interest.

Brandan Gooding: Okay. Thank you.

Chairman Burgie: Any other visitation?

Carol Dulski: I also went. I did the same thing that Jonathan did from the road to see what I could see. Pretty much the same with thoughts.

John Holtz: I went today. I walked in and walked up to the barn. It seems that the wires are taken off the barn from what I could see. The risers are down. I wanted to see before I heard your explanation why was it done like this. Is there a part of the topography that required it to be divided up like this? It looked like

there was a little drop off and maybe this lower area. It looked like kind of shrubbery in the back and maybe they do not want to clear that.

Chairman Burgie: Swampy in what area?

John Holtz: It is more like an overgrown kind of a thicket look to it.

Cheryl Carey: Around the pond.

Chairman Burgie: Around the pond?

Cheryl Carey: Just around in that area.

John Holtz: It is not a wetland or anything.

Cheryl Carey: No.

Chairman Burgie: I did not get a chance to go down.

The next thing that is required by law to address the SEQRA status. The SEQRA is the State Environmental Quality Review Act. We have to address whether or not there is a potential for major environmental impact. There is a governing instruction from the state that breaks things into three different categories. One is Type I potential major impact. We have to do a further review and see if more research is necessary on the impact. This does not fall into Type I. Type II are those that the state has already deemed are not going to cause major impact. If they fall into one of those types of Type II category, then we can just state that as our finding in the minutes and be done with it. The other one is undefined. It is not addressed in here. We have to look further. Is it one of those? Thankfully this is a Type II action. We will capture this as our first finding when we actually start stating our findings. The findings are evidence to support why the Board made a decision one way or the other for anyone else who may be reading this. This is under paragraph 617.5(c)(12) granting of individual setback and lot line variances are a Type II action and require no further review. We will capture that as a finding and be done with the SEQR aspect of it.

Here is where we open it up for public hearing.

Opened Public Hearing 7:20 pm

Then we will close the public hearing.

Closed Public Hearing 7:20 pm

Chairman Burgie: Are there any public or municipal officer documentation that is appropriate to this case that we need to read into it? There is one that you have provided me here. This is the feedback from the Ontario County Planning Board. We did send it to them for their review and comment as necessary. Basically their referral recommendation is County Planning Board will make no formal recommendation. The does not fall under any of the categories that they feel they have to do anything with. That is sufficient. I do not think we need to read the entire thing in since they are not making any recommendation to it. No other documentation? No neighbor reports or letters of that nature?

Diane Graham: Someone came in to inquire and I thought they would be here, but they did not do anything in writing.

Chairman Burgie: Then I open it up for the Zoning Board of Appeals discussion and question.

John Holtz: The question I had is the back line of Lot 2 you said you wanted to maintain that and not move it around. The flagpole part of the flag lot you want to increase that to 100 feet. So you would have to move Lot 2 deeper into the property, but you said you wanted to maintain that line. I am curious why you want to maintain? Why is that a must?

Brendan Gooding: Well it is the prime value.

John Holtz: In your estimation you think it would severely impact the value of the land?

Brendan Gooding: Since the front of lot 2 excuse me lot 1 is the nice area of the lot. They want that to remain on that lot. In order for us to meet the requirements of our clients after working with them and we played around with numbers and lines and this was the best happy medium that we could get.

Chairman Burgie: A happy medium that requires our varying the Town Code which is established as a 100 foot minimum?

Brendan Gooding: Correct.

Robert Bacon: Can you take us through some of the scenarios that you did consider and what were the pros and cons?

Brendan Gooding: We moved the west line of lot 1 around shifted that. We have taken from the southwest corner of lot 2 and brought that down. We probably have seven different drawings that we had preliminary represented and this is the best case scenario for the overall goal.

Albert Crofton: I am not following this at all. How could you not make the front line 200 feet and extended the depth of lot 2 to maintain five acres?

Brendan Gooding: That is the prime area of the lot that wants to remain on lot 1. If you extend lot 2, then you are going back to almost the original in order to meet the five acre minimum.

Chairman Burgie: I think just a visual here you would change that rear lot line from where the original lot line for lot 2 is right now significantly because you would not have this triangle cut out here. If you took it straight back, it would pull that rear lot line of lot 2 back up toward and there would still be some bump out. I do not know exactly what. I am a geometry teacher. I would be glad to calculate this for you, but right now it is going significantly back because of all that area in a triangle in there that is now in lot 1 and you want to put it in lot 2. You take it straight back to the rear lot line for lot 2 which comes significantly forward. It would not line up, I would agree, the rest of that front line of the rear portion of lot 1, but it would significantly change where that rear line is for lot 2.

Brendan Gooding: I am not sure how to respond to that. I apologize. Like I said we mathematically calculated everything and we had multiple revisions and this is what we are bringing forth in front of you.



Chairman Burgie: Okay, but we do not see all your calculations. We do not see what the alternatives are. One of the things that we are required to look at is whether the benefits sought by the applicant can be achieved by some other method feasible for the applicant to pursue other than an area variance. You have not demonstrated to us that you have pursued those. You have told us that you looked at seven different ways. We do not understand that.

Brendan Gooding: I understand.

Robert Bacon: Do you have drawings that you can show us tonight scenarios one through seven?

Brendan Gooding: On the computer at work so unfortunately, unless we go over there I do not think that is going to happen.

Chairman Burgie: I do not think we are going to do that. If you went with a 100 foot front line and straight back just to this rear line, how much acreage is being lost in lot 2 by doing that?

Brendan Gooding: I do not have the figures in front of me. I cannot tell you right this moment.

Chairman Burgie: I am having a difficult time understanding. This is self-created in my opinion. What I am seeing is something that is self-created. I am having a difficult time understanding imperative of varying the Town Code to fix this problem for you.

Robert Bacon: Tom is not the only one. I am having difficulty following rationale. Out of our five criteria. Tom just mentioned number five and that is a self-created scenario. I know you want to maintain a straight line which is the border between lot 2 and lot 1 without pictures to show us that it is lake view, I am having a tough time struggling to understand that. As Tom mentioned, if you just take lot 1 and bump out to 100 feet you can still keep lot 2 as a rectangle, but you are not going to keep that straight line and I am not sure why we have that constraint. Why do we have a constraint of five acres? Is it because of market value?

Brendan Gooding: Well if you shifted that lot 1 line over at the road, obviously, then bring it over to almost essentially where it is, then you would have to flare that other line out.

Chairman Burgie: Flare what line?

Brendan Gooding: The west line.

Chairman Burgie: Can you come up and show us? We do not understand.

[There was discussion on the proposed property boundary lines, minimum lot size and width, and buyer for lot 2.]

Keith English: So you are saying that your buyer will not take less than five acres at all?

Cheryl Carey: I do not believe so.

Keith English: This is why it is at the Board because we are not supposed to approve non-conforming lots period. The idea is not to have anything land locked as well. I do not believe what the ZBA has to follow can allow it. I do not see how.

Chairman Burgie: I am not sure what your reference is for the ZBA will not be able to vary the Town Code?

Keith English: Because there are other ways to achieve a five acre lot. Does not matter just because I like the view here better.

Chairman Burgie: That is certainly one of the considerations that we need to take into account that there are other ways of doing it, but that does not preclude us under our authority to vary that Town Code in this case. One of the things we do need to be concerned with is setting a precedent. If there is not a real imperative here, then we are setting a precedent that anyone can come and ask well you let them do it, why can't I do it. The Planning Board presenting to the Town Board the Town Code to preserve the wonderful environment of our Town has to be protected. In an exceptional case we vary that where that is necessary. That is basically what our goal and charter is here. We do have the authority to do it.

Keith English: I did not mean to say that. I said that wrong. I was saying that you have to follow the criteria that is not self-inflicted hardship, correct?

Chairman Burgie: Again that is one of the considerations that we need to take into account, but that does not preclude us from making that determination to grant it. We have to consider these five things, which we will go through in a moment and consider each and make a finding resulting in our evidence that we then will base a decision on.

Keith English: So it would have been nice if we had the other ones to look at.

Chairman Burgie: Yes it would.

Jonathan Gage: We have to look at documentation to show why the hardship is adversely affecting.

Brendan Gooding: There is documentation. If there is a view right here and they want that view to be on this lot, that is pretty much the bottom line.

Chairman Burgie: That is not documentation if there is a view right there. That is your testimony that you believe it is prime property and we do not see the view. We cannot make a judgment on that other than your word. I am not calling you a liar. Please do not get me wrong. It is not documentation.

Jonathan Gage: It is testimony.

Robert Bacon: If you have a picture from that GPS location that would be hard evidence, but right now it is hearsay.

I have to add to the minutes. I did pick up the phone and call your office and I talked to Tony. I brought to his attention this criteria number five. I said I am having a difficult time understanding that this is a self-inflicted change. I cannot see it. Tony's response to me was "that was the best compromise they could

make with the clients. It was stated up front yesterday afternoon when I called and talked to Tony, but we do not have that evidence that we can submit to the minutes.

Brendan Gooding: Okay.

Carol Dulski: Is this the lake view we are all referring to?

[There was discussion on the proposed lake view.]

Robert Bacon: I see aerial views, but I do not see ground views.

Cheryl Carey: Andrea Rohr said if you build a two story house there you would definitely see.

Barbara Howard: If you look at the top row in the middle that would be from a drone of the second story level that is about the view that they would have. That is the lot 2.

Robert Bacon: I did not get that out of the picture.

Barbara Howard: If you look at the Real Estate website it is very clear. It tells you that the drone pictures were taken from a second story drone level.

[There was discussion on realtor's pictures.]

Carol Dulski: So has the lot already been sold if this says sale price \$75,000?

Cheryl Carey: Depending on this survey. It has been pending since January 1<sup>st</sup>.

[There were multiple conversations.]

Chairman Burgie: It is 702 feet deep for where you are trying to straighten out that line right now. 702.69 feet and we are talking about 16 feet wide which is the difference between 100 feet and 84 feet. That comes to a total of about 11,232 square feet which is the difference between keeping the 100 foot and straight back versus what you are trying to do. If you then take the pin on the south side of lot 2 to the north side of lot 2 where you have drawn the proposed line that is 308.48 feet. To make up that 11,232 square feet that is approximately 36 feet divided by 308. It is approximately 36.5 feet than it would if we kept the line straight at 100 feet. It would go past your north-south line by 36 feet which is 15%-20% depth of the original lot that you are trying to recover. I penciled in an estimate here. You are welcome to look at it if you would like to. Based on the dimensions that I am eyeballing here, this to me, would be feasible to have a five acre lot and would not protrude very far into lot 1 on the south line.

Brendan Gooding: You would have to raise the south line of lot 2 down 36 feet.

Chairman Burgie: Right now it appears to be going about 170-180 feet into it so we would go into that by 36 feet.

Brendan Gooding: Lot 2 would be five acres and some change.

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Chairman Burgie: Lot 2 could be five acres exactly. You could set that line to make it exactly five acres if you wanted to.

Brendan Gooding: Angle the line down from the southwest corner of lot 2.

Chairman Burgie: Oh you would angle the line?

Brendan Gooding: No. I am asking you.

Chairman Burgie: No. It would be a slight bump out 36 feet into where you have drawn the line for the lot 1, lot 2 division.

Jonathan Gage: So you are saying Tom that this line would go over to here to get to the 100 foot at the top?

Chairman Burgie: This would come straight down the 100 foot line right here.

Robert Bacon: Just ex out the changes Tom and show what we are proposing.

Chairman Burgie: Would you like to see what I am suggesting here?

[There was discussion on the proposed lot 1 and lot 2 suggested property line changes.]

Brendan Gooding: We can do it that way if it is okay with you?

Merry Jo Polimeni: It is. Yes. It is a compromise.

Brendan Gooding: We will not have to come back to zoning?

Jonathan Gage: No.

Chairman Burgie: Is that satisfactory with everybody?

Cheryl Carey: As long as you are good with it?

Merry Jo Polimeni: I am good with it.

Chairman Burgie: Our goal is to try and help you do what you want to do, but not set precedent that is going to impact the neighbors, everybody in the community.

Barbara Howard: Would that stay with the property or the owner?

Chairman Burgie: Property.

Barbara Howard: So if she decided to sell she could still sell it as a non-conforming lot?

Chairman Burgie: She asked if we approved a variance. Yes. The variance would be the authorization for a new non-conformity that would go with the property forever.

Merry Jo Polimeni: If you approved the variance and I wanted to sell the land at some point and somebody wanted to build on that land, what would happen?

Chairman Burgie: Where here? If we approved the variance to do this and they wanted to build on that, the variance goes with the property. It does not stay with the owners. So if you sold it the variance would go with the property to the new owner, but we do not see the need right now. I do not see the need for it.

Albert Crofton: There isn't a variance.

Chairman Burgie: No. We have not approved one yet?

Albert Crofton: But there wouldn't be.

Chairman Burgie: If we do it this way, there will not be a variance. Variance stays with the property if granted.

Merry Jo Polimeni: It is good to know for future reference.

Brendan Gooding: Wherever this line falls you cannot be within ten feet of that line.

Merry Jo Polimeni: I would have to go back ten feet here to where I would build?

Chairman Burgie: Yes.

Jonathan Gage: You still have to do under this line anyway. You are losing 36 not losing 46.

Brendan Gooding: Fifty with the setbacks.

Jonathan Gage: Yes.

Brendan Gooding: The way that those lines go that is something we can work out. Obviously the number Tom provided tonight wasn't one hundred percent the number. Its 36 feet approximately so it could be more than that.

Merry Jo Polimeni: Okay.

Robert Bacon: That is our estimate.

Merry Jo Polimeni: Okay.

Chairman Burgie: Actually it is all rectangles here. No triangles. We would love to help you be successful here. We do not want to grant a variance if it is not necessary. If we can find another way of doing it, that everybody is acceptable with.

Cheryl Carey: Thank you.

Chairman Burgie: To wrap up the meeting if you are agreeable to that, we are going to go through these five and we are going to document the findings based upon our discussion and we will take a vote on it, but there is no guarantee one way or the other. If you are acceptable with that, then probably go with you finding the alternative that is acceptable.

Albert Crofton: If they decide that is what they are going to do, we do not have to decide anything. Just withdraw their application and decide they are going back ten feet then we do not get involved.

Chairman Burgie: There is one value in doing that. If we were to deny the variance, you would have to wait a year to have it reconsidered. If you go and look at it and say, your numbers were way off and this just doesn't work, you could come back to the Board and bring a little bit more evidence that we can actually see, we could reconsider it right away. That is one value of it. Do you desire to withdraw your request for the variance?

Albert Crofton: If you need to think about it, you can come back next month if you decide this is a dumb idea.

Brendan Gooding: I think we should play with the calculations if you are okay with having that land taken from that lot and if the buyer is okay with the way the lot lines are going to be. I think that is something I do not see a problem with, but it is ultimately your decision.

Chairman Burgie: How about if we do it this way. We table this decision from this meeting and let you go look at it and see if this does work. If it absolutely doesn't, you do not have to reapply. We will put it back on the agenda and reconsider it. If you do find that it is a feasible way of doing it, then just notify us that you want to withdraw your application.

Brendan Gooding, Cheryl Carey, and Joseph Polimeni: Thank you.

Merry Jo Polimeni: Thank you very much. We appreciate it.

Chairman Burgie: So we are not going to need to determine the findings at this point. We will table the decision until you have decided whether or not this works or you need to come back and readdress it with us. We can leave it at that. If that is okay with you, we document that portion of that for now and hold this open and we will see if there is any other business that the Board needs to discuss that does not have to do with this. We will leave it at that for this meeting.

Brendan Gooding: Thank you. Appreciate your time.

Chairman Burgie: Thank you for your patience.

[There was discussion on the ZBA process.]

### **Other**

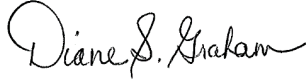
There was discussion about whether Zoning Board of Appeals decisions can be overturned. Zoning Board of Appeals decisions are final and stay with the property.

Chairman Burgie welcomed Barbara Howard, Alternate #2 to the Zoning Board of Appeals.

**Motion to Adjourn**

Being no further business, Albert Crofton made a motion to adjourn the meeting and it was seconded by Robert Bacon. The motion was unanimously accepted and the meeting was adjourned at 8:08 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane S. Graham".

Diane Scholtz Graham  
Board Secretary