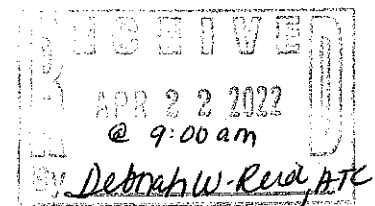


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**TOWN COUNCIL – REGULAR MEETING**

**1. Call Meeting to Order**

Mayor Pendleton called the Regular Meeting to order at 7:00 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members Present: Mayor Elizabeth Pendleton  
Deputy Mayor Steven King Jr.  
Councilor Erica Evans  
Councilor Jamie Gamble  
Councilor Phillip Koboski  
Councilor Marek Kozikowski  
Councilor Cesar Lopez  
Councilor Andrew Paterna

Others Present: Michael Maniscalco, Town Manager  
Vanessa Perry, Assistant Town Manager/Director of H.R.  
Scott Roberts, Assistant Town Manager/ Public Safety & Technology

**4. Mayor's Remarks**

Mayor Pendleton reminded members of the audience that there was a public hearing scheduled for 8:00 p.m. on Monday, April 18, 2022, for the purposes of receiving citizen input on the proposed General Government Budget for the Fiscal Year 2022-2023.

Mayor Pendleton shared with members of the audience an email she had received regarding the South Windsor Fire Department's Annual Dinner of recognition and longevity and noted that while in attendance Town Manager, Michael Maniscalco held a tabletop exercise hosted by Texas A&M Engineering Extension Services (TEEX), which offers training programs and technical assistance to public safety workers. Mayor Pendleton read the email for the audience from Tommy Camden and TEEX thanking the Town of South Windsor for an exceptional three-day visit and how wonderful the South Windsor Town staff was. TEEX would be working on an After-Action Report for the Town and they look forward to our next collaboration together.

**5. Adoption of Agenda**

Councilor Marek Kozikowski made a motion to adopt the April 18, 2022 agenda. Councilor Erica Evans made a motion to add item # 13 E to the agenda (A resolution concerning the approval and

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extension of an application of a flag to be flown over the Town of South Windsor in continued recognition and support for the people of Ukraine and of the Ukrainian community). Councilor Andrew Paterna seconded the motion and it passed unanimously. Deputy Mayor King made a motion to delete item 17. E (To discuss the Possible Purchase of Real Estate for the Town pursuant to Connecticut General Statutes §1-210(b)(7) (Nutmeg Road) and replace with item #17 F (To Discuss a Personnel Matter (Town Managers Previous 2021 Performance Evaluation)). The motion was seconded by Councilor Philip Koboski. **MOTION CARRIES.**

#### 6. Communications and Reports from Town Manager

- Mr. Maniscalco informed members of the Council that it had come to his attention that the Vibert Road Boat Launch had become a conversation on social media recently and that the challenge with the South Windsor side of the river is that the channel of the Connecticut River is on the opposite side of the river causing the river to silt in where our boat launch is located. Mr. Maniscalco noted that in order for the Town to clear out the boat launch, a regular dredging effort of the river would need to occur and that the Town does the best it can in order to maintain the Boat Launch, however, the Town equipment can only reach so far. Mr. Maniscalco noted that in order to undertake the dredging efforts, the Army Corp of Engineers would be willing to approve and possibly conduct the efforts to dredge the boat launch area. Mr. Maniscalco noted that regardless of any effort made by the Army Corp of Engineers and the Town the Vibert Road Boat Launch would not likely be a full boat launch for powerboats to launch without there being a change in the channel of the river.
- Mr. Maniscalco updated members of the Council on the Mary Drive Tennis Courts and indicated that they were in disrepair and created a potential hazard for children in the area as a result the Town removed the courts and would be planting and maintaining grass in the area until funds could be made available for a new court or another option. Mr. Maniscalco noted that any other change to the area would require and need the approval of the Planning & Zoning Commission.
- Mr. Maniscalco addressed members of the Council regarding Article IV. Sec. 86-116 requiring that all structures within the community are required to be numbered and explained that whenever a new structure is being built, the building department will not issue a CO until it has a number clearly displayed on the building. Mr. Maniscalco noted to members of the Council that while he understands numbers may fall off or maybe removed and not replaced from time-to-time that it helps our first responders in the event they need to find you in an emergency and that he is requesting everyone take the appropriate steps to make sure their home or office complies.

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- Mr. Maniscalco informed members of the Council that on April 5<sup>th</sup> the Town staff participated in a multi-disciplinary tabletop exercise in which both full-time and volunteers worked together to find solutions and test plans in the event of an emergency scenario provided by Texas A&M. Mr. Maniscalco noted that the feedback from the observers was very positive and that many felt that the community should feel very fortunate to have such a broad spectrum of extremely skilled and qualified individuals protecting the community.
- Mr. Maniscalco advised members of the Council regarding the Town budget that he had been following the State Legislature closely as it relates to the budget approval process and that the State Legislator is on track to pass their budget on May 4<sup>th</sup> which is one day after the Council is scheduled to approve the Town budget. Mr. Maniscalco informed members that in accordance with the South Windsor Town Charter that the Town budget must be approved by May 22<sup>nd</sup> and suggested that the Town Council move the date beyond May 3<sup>rd</sup> to have a clear picture of the State budget.
- Lastly, Mr. Maniscalco provided an update regarding the replacement project of Beelzebub Road and that a contractor and Town staff had been in the area removing trees to work on the utilities so that actual road reconstruction and paving can begin as soon as possible.

Answering questions from the Council, Town Manager Maniscalco explained that the Town of South Windsor does not have a budget line or a program at this time in which residents of the community could purchase address numbers to display on their homes. Mr. Maniscalco went on to further explain the Town budget's approval process and that if the State Legislator were to delay the budget process there are other possible dates for the Town Council to approve the Town of South Windsor Annual budget that would comply with the Town Charter.

#### 7. Public Input

Audrey Delnicki (130 Felt Road) reminded members of the Town Council regarding an email Ms. Delnicki had sent to members of the Council regarding two commissions that she had volunteered for (Inland/Wetlands Conservation Commission & Blighted Property Appeals Board) in which her appointment was denied. Ms. Delnicki explained her further aggravation regarding the lack of communication she had received from members of the Council as to why her appointments for the two commissions had not moved forward.

Dan Edwards (131 Hilton Drive) spoke in approval of the agenda and noted that since there were no changes to the Town Council Agenda that there must be no Republican appointments on the agenda. Mr. Edwards urged members of the Town Council to take a moment and respond

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to requests for additional information as to why appointments and recommendations by the Republican party were being denied.

**8. Adoption of Minutes of Previous Meetings**

Councilor Erica Evans made a motion for the adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the Minutes of the Regular Town Council Meeting of March 21, 2022.

The motion was seconded by Deputy Mayor Steven King, Jr. and at which time discussion took place regarding several corrections that needed to be made in regards to the accuracy of the March 21, 2022, Regular Town Council Meeting minutes. Councilor Kozikowski noted a numbering error along with lacking significant discussion regarding item #13A (resolution appointing Audrey Delnicki to the Blighted Property Appeals Board) and item #13B (resolution appointing Richard Balboni as an Alternate to the Economic Development Commission) and respectfully requested that the meeting minutes be tabled until the necessary corrections were made.

After some discussion, Deputy Mayor King and Councilor Evans withdrew their motion at which time Council Kozikowski made a motion to table the meeting minutes from the March 21, 2022 meeting, and the motion to table the meeting minutes of March 21, 2022, was seconded by Deputy Mayor King. The motion on the question to table the meeting minutes of March 21, 2022, passed by unanimous voice vote. **MOTION CARRIES.**

Councilor Erica Evans made a motion for the adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the Minutes of the Special Budget Work Session Meeting of March 29, 2022.

The motion was seconded by Councilor Philip Koboski and the motion passed by a roll call vote of 7 ayes (Councilors Evans, Koboski, Paterna, Mayor Pendleton, Deputy Mayor King, Kozikowski, and Gamble) 0 nays, and 1 abstention (Councilor Lopez). **MOTION CARRIES.**

Councilor Erica Evans made a motion for the adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the Minutes of the Special Town Council Meeting of March 31, 2022.

The motion was seconded by Councilor Andrew Paterna. Councilor Kozikowski noted that he was listed as being both present and absent on the Special Town Council Meeting minutes of March 31, 2022, and that the record should reflect his absence as he was unavailable and not present at the March 31, 2022 meeting. The motion passed by a roll call vote of 5 ayes (Councilors Koboski, Lopez,

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Paterna, Mayor Pendleton, and Deputy Mayor King) 0 nays, and 3 abstentions (Councilors Evans, Kozikowski, and Gamble). **MOTION CARRIES.**

Councilor Erica Evans made a motion for the adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the Minutes of the Special Budget Work Session of March 31, 2022.

The motion was seconded by Deputy Mayor King and the motion passed by a roll call vote of 5 ayes (Councilors Koboski, Lopez, Paterna, Mayor Pendleton, and Deputy Mayor King) 0 nays, and 3 abstentions (Councilors Evans, Kozikowski, and Gamble). **MOTION CARRIES.**

Councilor Erica Evans made a motion for the adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the Minutes of the Regular Town Council Meeting of April 4, 2022.

The motion was seconded by Deputy Mayor King and the motion passed by a roll call vote of 7 ayes (Councilors Koboski, Lopez, Paterna, Mayor Pendleton, Deputy Mayor King, Kozikowski, and Gamble) 0 nays and 1 abstention (Councilor Evans). **MOTION CARRIES.**

Councilor Erica Evans made a motion for the adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the Minutes of the Public Hearing concerning the transfer of Funds from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account of April 4, 2022.

The motion was seconded by Deputy Mayor Steven King, Jr. and the motion passed by a roll call vote of 7 ayes (Councilors Koboski, Lopez, Paterna, Mayor Pendleton, Deputy Mayor King, Kozikowski, and Gamble) 0 nays, and 1 abstention (Councilor Evans). **MOTION CARRIES.**

Councilor Erica Evans made a motion for the adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the Minutes of the Public Hearing concerning the proposed Board of Education Budget for Fiscal Year 2022 / 2023 of April 4, 2022.

The motion was seconded by Councilor Koboski and the motion passed by a roll call vote of 7 ayes (Councilors Koboski, Lopez, Paterna, Mayor Pendleton, Deputy Mayor King, Kozikowski, and Gamble) 0 nays, and 1 abstention (Councilor Evans). **MOTION CARRIES.**

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**9. Communications from Liaisons, Officers, and Boards Directly Responsible to Council**

Councilor Evans reported on the Human Relations Commission which met on Thursday, April 7<sup>th</sup> and informed members of the Town Council that they are planning a Pride event on June 28<sup>th</sup> and that more information would be coming forward. Councilor Evans also informed members of the Town Council that the Human Relations Commission was working on an event regarding "Race Amity Day" which is scheduled for June 12, 2022. Councilor Evans indicated that the Human Relations Commission is still accepting submissions for the photo contest and exhibition until June 24<sup>th</sup> and that the theme is resilience and hope rising in South Windsor. Councilor Evans explained that winners would be announced in July and the award ceremony will take place in August.

Councilor Evans updated members of the Town Council regarding the Park & Recreation Commission which met on Wednesday, April 13<sup>th</sup> and that the registration for Spring and Summer Registration went live on April 6, 2022, and that there was an impressive response for registration signups and that as a result, many summer programs and activities have an active waitlist. Councilor Evans also informed members of the Town Council that the Annual fishing derby had over 200 attendees despite the weather. Councilor Evans informed members of the Town Council that the Park & Recreation Department had crews going around town to prepare the parks for the upcoming season. Councilor Evans also noted that the space at the John J. Mitchell fairgrounds now has space for Cricket which members of the community are excited about. Councilor Evans also informed members of the Town Council that a new sign was installed at Avery Gardens and this year Avery Gardens will feature a seed kiosk for residents to share seeds throughout the season with each other.

Lastly, Councilor Evans updated members of the Town Council regarding the Social Justice & Racial Equity Commission and the Arts Commission that they were created with the best interest of the community in mind and that the premise was to make these two specific committees as non-political and community-driven as possible. Councilor Evans stated that in order to be a member all you needed to be was a registered voter and not a member of a Town Committee. Councilor Evans asked that if names didn't come forward, specifically from the Republican Town Committee that the Town Council should reconsider the ordinances that created the commissions to make them more feasible.

Councilor Kozikowski updated members of the Town Council about the Planning & Zoning Commission and that there had been two meetings recently where a discussion took place regarding a one-year moratorium for applications specific to warehouse or freight terminals and that zoning regulations were going to be examined to ensure they are consistent with what the Town of South Windsor wants.

**10. Reports from Committees**

Councilor Evans updated members of the Town Council regarding the Park & Recreation Facilities Implementation Committee which had recently met and took a tour of the Old Orchard Hill building to see how it could be used as a temporary Parks & Recreation Department. Discussion also took

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place regarding amending the original resolution based on committee recommendations and that a further update would be coming forward.

**11. Consent Agenda**

Councilor Cesar Lopez made a motion to approve Agenda Item 11. B.1. as a Second Reading on the Consent Agenda. Councilor Andrew Paterna seconded the motion, and it was approved unanimously.  
**MOTION CARRIES.**

**A. First Reading**

None.

**B. Second Reading**

**Resolution Appointing Damian Humphrey (D) to the Mass Transit & Highway Advisory Commission for a term ending November 30, 2023.**

**BE IT RESOLVED**, that the South Windsor Town Council hereby appoints Damian Humphrey (D) to the Mass Transit & Highway Advisory Commission for a term ending November 30, 2023.

**C. Miscellaneous**

None

**ITEM:**

**12. Unfinished Business**

**A. Discussion Item: Potential Amendment to Local Preference Ordinance**

Councilor Kozikowski spoke to members of the Town Council regarding the proposed amendment changes to the Local Preference Ordinance, specifically the threshold of 3% of the max or minimum could get preferential treatment, and that the change could be an increase of as much as 10%. Councilor Kozikowski indicated that this would make it easier for local businesses, however, it was also important not to deter outside businesses from providing bids. Councilor Kozikowski indicated that he would be looking at what other communities did and whether or not they were successful, furthermore, Councilor Kozikowski suggested that the Town Attorney take a look at the current proposals to obtain feedback.

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**13. New Business**

**A. Resolution Appointing Peter R. DeMallie (U) to the Central Regional Tourism District.**

Mayor Liz Pendleton moved for the Adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby reappoints Peter R. DeMallie (U) to the Central Regional Tourism District for a term ending September 1, 2024.

Councilor Erica Evans seconded the motion, and it was approved unanimously.  
**MOTION CARRIES.**

**B. Resolution Concerning the Approval of a flag to be blown over the Town of South Windsor in honor of Public Works Week.**

Councilor Philip Koboski moved for the Adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves a request to fly the Public Works Flag from May 16, 2022, through May 20, 2022, and asks the Town Manager, Michael Maniscalco to have the flag raised on the flagpole at the Wapping Community House on Monday, May 16, 2022, and lowered on Friday, May 20, 2022, in honor of Public Works Week.

Councilor Andrew Paterna seconded the motion, and it was approved unanimously.  
**MOTION CARRIES.**

**C. Resolution Supporting and Endorsing the Proposed Affordable Housing Plan as recommended by the Planning & Zoning Commission for a Public Hearing to be held on April 26, 2022.**

Councilor Cesar Lopez moved for the Adoption of the following resolution:

**WHEREAS**, the Town of South Windsor is required to prepare an Affordable Housing Plan under provision of CGS 8-30j and submit to the Connecticut Department of Housing by June 1, 2022;

**WHEREAS**, such plan shall specify how the municipality intends to increase the number of affordable housing developments in the municipality; and

**WHEREAS**, the Town obtained the consulting firm of Planimetrics, Inc to assist the Affordable Housing Working Group in the preparation of this plan;

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**WHEREAS**, the Affordable Housing Group comprised of local boards, commission and the public, supported by town staff and the consultant met several times over the past 6 months to review the Town's current housing affordability and to develop the draft plan;

**WHEREAS**, a portion of their research involved a community-wide Affordable Housing survey which yielded over 900 responses that provided valuable information and direction for the Group;

**WHEREAS**, as stated in the "Overall Vision" portion of this Plan, addressing changing housing needs and promoting diverse housing opportunities are important for the Town of South Windsor and its current and future residents; and

**WHEREAS**, people's housing needs and desires change over the course of their lives and providing for a diverse mix of housing helps ensure that people of all ages, incomes, and characteristics <sup>1</sup> will be able to find housing in South Windsor to meet their needs; and

**WHEREAS**, the Affordable Housing Working Group hopes that this Plan will help inform and educate residents about the housing needs in South Windsor result in specific actions to help address these and future needs;

**WHEREAS**, the preparation and adoption of this Affordable Housing Plan is consistent with the Fair Housing Policy adopted by the Town Council in 2021;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of South Windsor hereby endorses the proposed Affordable Housing Plan and sends a favorable recommendation to the Planning and Zoning Commission for public hearing on April 26, 2022.

Councilor Erica Evans seconded the motion, and discussion took place regarding the use of the word "characteristics" within the resolution. Mayor Pendleton expressed concern that the word didn't characteristics didn't make sense in this context and asked members of the Town Council for feedback. Councilor Kozikowski suggested changing the word characteristics to the word demographics. There being no further discussion, Mayor Pendleton called for a vote which passed by unanimous voice vote. **MOTION CARRIES.**

Answering questions from the Town Council, Town Manager, Michael Maniscalco expressed that the purpose of the resolution was due to the fact that the Town of South Windsor had already met the requirement for affordable housing within the community and that going forward in order to get a moratorium on affordable housing the Town of South Windsor must create a plan.

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<sup>1</sup> Clerk Note: The use of the word characteristics within the resolution was discussed and amended to replace "characteristics" with "demographics".

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**D. Resolution Approving a Refund of Taxes to Fourteen (14) South Windsor Taxpayers.**

Councilor Jamie Gamble moved for the Adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves a refund of property taxes to Fourteen (14) South Windsor Taxpayers, the total of said refunds being \$18,466.04 and as more fully described in attached **Exhibit A**.

Councilor Erica Evans seconded the motion, and it was approved unanimously. **MOTION CARRIES.**

**E. Resolution concerning the approval and extension of an application of a flag to be flown over the Town of South Windsor in continued recognition and support for the people of Ukraine and of the Ukrainian community. (Added Agenda Item)**

Councilor Erica Evans moved for the Adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves and extends a request to fly the Ukrainian flag over the Town of South Windsor and asks the Town Manager, Michael Maniscalco have the flag raised on the flagpole at the Wapping Community House and lowered on Sunday, May 15, 2022, in our communities continued recognition and ongoing support of the people of Ukraine.

Councilor Philip Koboski seconded the motion, and it was approved unanimously. **MOTION CARRIES.**

**14. Passage of Ordinance**

None

**15. Public Input for Any Matter**

Audrey Delnicki (130 Felt Road) spoke to members of the Town Council regarding the votes taken at tonight's meeting for the resolutions approving the minutes of the April 4, 2022, Town Council meeting, the Public Hearing regarding the transfer of funds from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account, and the Public Hearing concerning the proposed Board of Education Budget for Fiscal Year 2022/2023. Ms. Delnicki indicated that Councilors Paterna and Gamble were not at the Town Council meetings and therefore should not have casts votes.

Councilor Evans read a letter into the record from Paul Bernstein (191 Newberry Road) regarding a concern Mr. Bernstein has about why citizens feel the need to open carry within the Town Hall as

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there are no deer, turkeys, or ducks, and therefore, not for hunting. Communication from Mr. Bernstein indicated that in his opinion the only use for a citizen to open carry was for intimidation and that Connecticut General Statutes ban the carrying of firearms in certain buildings. Laws pertaining to carrying firearms into town buildings can sometimes be vague, furthermore, Mr. Bernstein is asking members of the Town Council to consider adopting an ordinance prohibiting the carrying of firearms into the Town-owned building.

**16. Communications from Council**

Mayor Pendleton informed members of the Town Council that the council should address the record of votes from the approval of meeting minutes as councilor Paterna was not present at the April 4, 2022 meeting and should have recorded himself as an abstention.

Answering questions from the Town Council, the Town Attorney explained that the best way to correct the votes was to make a motion to reconsider the motion and that each motion would need to be corrected individually. The Town Attorney further noted that members of the Town Council did not need to be present at the meeting to vote on the minutes and that if Councilors were able to review the meeting minutes and review the meeting that they could in fact vote ayes or nay.

Deputy Mayor King made a motion to reconsider the votes for the April 4, 2022, regular Town Council meeting, and the April 4, 2022, Public Hearing minutes concerning the transfer of Funds from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account, and the April 4, 2022, Public Hearing regarding the Board of Education Budget for Fiscal Year 2022/2023.

Councilor Philip Koboski seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

**17. Executive Session**

Deputy Mayor Steven King, Jr. made a motion to go into executive session to discuss item # 17(E) (To discuss a Personnel Matter (Town Managers previous 2021 Performance Evaluation)) and invited the Town Manager, Michael Maniscalco, Assistant Town Manager, Vanessa Perry, Assistant Town Manager Scott Roberts, and Clerk of the Council Scott Nolan. Mayor Pendleton offered an amendment to remove the names of Town Manager, Michael Maniscalco, Assistant Town Manager, Vanessa Perry, and Assistant Town Manager Scott Roberts, and to only include Scott Nolan, Clerk of the Council.

Councilor Andrew Paterna seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

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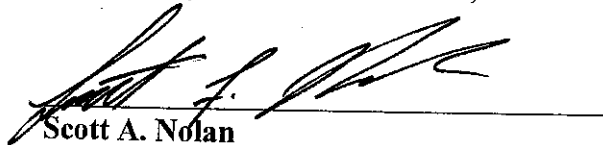
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**18. Adjournment**

There being no more business to come before the meeting, Deputy Mayor Steven King, Jr. made a motion to adjourn the Regular Town Council Meeting at 8:22 p.m., which was seconded by Councilor Erica Evans and passed by unanimous voice vote. **MOTION CARRIES.**

Respectfully submitted & attested,

  
\_\_\_\_\_  
**Scott A. Nolan**  
Clerk of the Council