

HOPKINTON TOWN COUNCIL MEETING – FEBRUARY 11, 2019

PLEDGE OF ALLEGIANCE

1. CALL REGULAR MEETING TO ORDER

2. PRIVILEGE OF FLOOR

3. APPROVAL OF MINUTES OF JANUARY (ORGANIZATIONAL AND REGULAR) 2019

4. APPROVAL OF FINANCIAL REPORT FOR JANUARY 2019

5. AUDIT OF BILLS:

a. Voucher Nos.	<u>29</u>	to	<u>51</u>	General Account \$	<u>7,978.35</u>
b. Voucher Nos.	<u>9</u>	to	<u>19</u>	Highway Account \$	<u>46,260.77</u>
c. Voucher Nos.	<u>3</u>	to	<u>4</u>	BHLS Account \$	<u>477.72</u>
d. Voucher No	<u>1</u>	to	<u>1</u>	Building Fund \$	<u>20,200.00</u>

6. REVIEW OF BUDGET REPORT TO DATE

7. CORRESPONDENCE

a. **NYS Unified Court System**

- i. Audit of annual report, bank statements and check book

8. OLD BUSINESS

- a. Appointment of Deputy Supervisor
- b. Appointment of Trash Collection
- c. Cyber Security Policy
- d. National Grid - Outside light in Park (across from church)
- e. Solar Law – Moratorium
- f. Canton-Potsdam Bypass Resolution

9. COMMITTEE REPORTS

- a. Supervisor update
- b. Code Enforcement
- c. Assessor
- d. Library
- e. Museum
- f. Highway & Safety
- g. Town Facilities
- h. Rescue
- i. BHLS Health Center
- j. Groundskeeper

10. NEW BUSINESS

- a. Purchase of warning lights for temperature (Town office, Museum, Library, Town Hall)

11. ADJOURNMENT

ORGANIZATIONAL MEETING & REGULAR MEETING

JANUARY 04, 2019

At the Organizational and Regular Meeting held on Monday, January 14, 2019 at the Hopkinton Municipal Building at 6:30 p.m.

PRESENT: Supervisor Wood, Councilpersons Lyon, Pullano, Sochia, Parker.

OTHERS PRESENT: Clerk Powers, Hwy. Supr. Green, Bruce Ploof Code Enforcement, Allen Fukes Assessor, Jan Keller, Deb Rust, Beth Rosenbarker, Ernest Wood, Lori & Douglas Witherell, Greg Crump, Dave & Irene Perry, Frank & Kelly Potenzano, Charlie Rohlf, Kathy MacKay, Etta Phelix, Dolores Rice, Mary Witherill, Wayne Ackley, Cherie Whitten, Mr. & Mrs. Luke Martin, Mike Draper arrived at 7:15 p.m.

Supv. Wood called the Organizational Meeting to order at 6:30 p.m.

A letter from Ms. Vickie French was read, regarding the Town Board meeting night schedule for 2019.

Annual report, bank statements and checkbooks (Town Clerk & Tax Collection) of Clerk Powers was presented, audited and signed by the Board.

A copy of all appointments and fiscal resolutions are attached.

Mr. Parker made a motion, seconded by Ms. Lyon to adjourn the Organizational meeting.

Meeting was adjourned at 6:49 p.m.

Supervisor Wood called the Regular meeting to order at 6:49 p.m.

Privilege of the Floor:

Cherie Whitten presented information regarding the "Roundup" weed killer, provide documentation on "Growing the North Country Economy from the Inside Out" and discussed pilot's for locally-owned industry.

Ms. Lyon made a motion, seconded by Mr. Parker, to accept the minutes of the Regular Meeting held on December 17, 2018 and the Special Meeting held on December 27, 2018. Adopted unanimously.

Mr. Sochia made a motion, seconded by Mr. Parker, to accept the Supervisors Financial Report for December, 2018. Adopted unanimously.

Voucher Nos. 2 to 28 General Fund Abstract 1 in the amount of \$13,002.47 were audited and approved by the Board. (General Fund Voucher #1 was deleted.)

Voucher Nos. 1 to 8 Highway Fund Abstract 1 in the amount of \$23,263.57 were audited and approved by the Board.

Voucher Nos. 1 to 2 BHLS Fund Abstract 1 in the amount of \$444.99.00 were audited and approved by the Board.

Ms. Lyon made a motion, seconded by Mr. Sochia, to pay the bills. Adopted unanimously.

Review of Budget Report to date:

The Town recently received a letter from CHIPS stating that there was \$12,229.32 in unspent funds left in our account that may be rolled over to the 2019 paving budget in the Highway account. Mr. Parker made a motion, seconded by Ms. Lyon, to transfer the funds.

Correspondence:

Association of Towns: regarding the 2019 training school.

State of New York Unified Court System: The audit of the Town Justice's finances and resolution to the Court System was postponed to the February 2019 Board Meeting.

SLC Board of Legislators: Mr. Rick Perkins, District #7 Legislator provided a report from the Board's 2019 Organizational Meeting.

BHLS: Minutes of January 8, 2019 meeting were presented.

REGULAR MEETING CONTINUED

JANUARY 14, 2019

Old Business:

Cyber Policy/OIT person: Supv. Wood is awaiting a Cyber Policy from Town of Stockholm so will postpone until the February 2019 meeting. Supr. Wood has spoken with Bill Sova regarding OIT services. Mr. Parker made a motion, seconded by Ms. Lyon to pursue a contract with Mr. Sova.

Outside light in Park: Received quote info from National Grid regarding various options. The Board discussed all options and Ms. Lyon made a motion, seconded by Mr. Sochia, for a "B" LED Light to be installed on National Grid Pole 3-1 on Church St. at a cost of \$99.00 per year. Adopted unanimously. Supr. Wood will contact National Grid.

Solar Law: It was noted that the present Local Law regarding solar energy systems was intended for individual placement. Additional discussion will be held at Feb. 2019 meeting regarding a 6 month moratorium regarding large scale projects.

Canton-Potsdam Bypass Resolution: Additional information will be requested from Mr. Perkins.

Committee Reports:

Supervisors Report: Nothing to report.

Code Enforcement: Request will be made for an end-of-year report.

Assessor: Mr. Fukes presented a written quarterly report.

Library: Ms. Keller reported on computer access for taxes and job searches. There is still issues with water pipes freezing. She is working with PHCS for "Book-Battle" and preparing for the summer reading program.

Museum: Mr. Parker noted that the ceiling project is complete and he is investigating the water pipe issues.

Highway & Safety: Mr. Green presented a written report.

Town Facilities: Ms. Lyon reported a busy month and replacement of the water heating system.

Fire and Rescue: There were 700 Tri-Town calls in 2018. Tri-Town recently held election of officers and they are receiving a new ambulance next month.

BHLS: Mr. Sochia reported that the new rail has been installed on the ramp. All monthly checks are up-to-date.

New Business:

Shared Services Agreement with Hopkinton Fire District: Ms. Lyon made a motion, seconded by Mr. Sochia to approve the Shared Services Agreement with Hopkinton Fire District.

VOTE: Supervisor Wood Aye, Councilpersons Pullano Aye, Lyon Aye, Sochia Aye. Mr. Parker abstained.

North Country Life Flight: Mr. Sochia introduced the following resolution, with a second by Ms. Lyon:

WHEREAS, North Country Life Flight, Inc. is a not-for-profit, tax-exempt corporation which is responsible for all aspects of patient care by providing medical equipment, training medical personnel and administering the medical portion utilizing the New York State Police helicopter based in Saranac Lake; and

WHEREAS: The New York State Police aviation resources do not provide a medically trained team or medical equipment for patient transports; and

WHEREAS: The people of Clinton, Essex, Franklin, Hamilton and St. Lawrence Counties receive a vital emergency medical service which is free of charge to critically ill and seriously injured patients, and, therefore municipal governments are asked to pledge monies for this worthwhile program;

NOW, THEREFORE, BE IT RESOLVED: That the Town Board of the Town of Hopkinton hereby authorizes the Supervisor to enter into a contract with North Country LIFE FLIGHT, Inc. for the purpose of operating the medical component of the Med-evac program, which will serve its residents and visitors, and paying the amount of \$500.00 which represents the Town's share for 2019; and be it

REGULAR MEETING CONTINUED

JANUARY 14, 2019

FURTHER RESOLVED: That the sum of \$500.00 is hereby appropriated to Account No. A4540.4 for payment to North Country LIFE FLIGHT, Inc. Adopted unanimously.

Mr. Sochia made a motion, seconded by Ms. Lyon to adjourn the meeting.

Meeting was adjourned at 7:35 p.m.

ORGANIZATIONAL MEETING APPOINTMENTS AND RESOLUTIONS FOR 2019

APPOINTMENTS BY SUPERVISOR:

1. DEPUTY SUPERVISOR postponed till February
2. DEPUTY HIGHWAY SUPT. Leland McAllister
3. BUDGET OFFICER James Lyon
4. LOCAL ACCOUNTANT Lyon Accounting
5. REGISTRAR OF VITAL STATISTICS Richard L. Powers
6. HISTORIAN Mary Converse
7. DEPUTY HISTORIAN Cindy Niles

APPOINTMENTS BY TOWN CLERK:

1. DEPUTY TOWN CLERK\REGISTRAR & DEPUTY TAX COLL. to be determined

APPOINTMENTS BY COUNCIL:

1. REPRESENTATIVE-ASSOC. TOWNS MTG. None
2. CUSTODIAN TOWN HALL & TOWN OFFICE Sue Converse
3. GARBAGE PICK-UP (TOWN HALL, TOWN OFFICE, TOWN GARAGE, FT. JACKSON PARK) On Hold
4. DOG CONTROL OFFICER Robert Phillips
5. DEPUTY DOG CONTROL OFFICER Susan Seidlecki
6. LIBRARY CLERK Jan Keller
7. CODE ENFORCEMENT OFFICER Bruce Ploof
8. GROUNDS KEEPER David Perry

OTHER APPOINTMENTS:

1. OFFICIAL NEWSPAPER Watertown Daily Times
2. INSURANCE AGENCY McFadden Dier (NYMIR)
3. DATE & TIME OF COUNCIL MEETINGS Jan. & Feb 2nd Mon. Rest of year 3rd Monday at 7:00 PM

ORGANIZATIONAL MEETING APPOINTMENTS continued

Fiscal:

1. FEES FOR USE OF TOWN HALL:

(a) COMMUNITY (TOWN RESIDENTS)

1. PRIVATE PARTIES	\$65.00
2. WEDDING RECEPTIONS, DANCES, DINNERS	75.00
3. X-TRA FOR KITCHEN STOVE USE	35.00
4. PUBLIC MEETINGS	Free

(b) NON-COMMUNITY RESIDENTS

1. ALL EVENTS	\$110.00
2. X-TRA FOR KITCHEN USE	45.00
3. PUBLIC MEETINGS	Free

A \$75.00 DEPOSIT WILL BE CHARGED FOR ALL EVENTS RESIDENT AND NON-RESIDENT. EACH PERSON USING THE TOWN HALL WILL RECEIVE A LIST OF RULES FOR USE AND MUST SIGN THE FORM THAT THEY UNDERSTAND THEM. ALL ARE RESPONSIBLE FOR ANY DAMAGES.

2. SALARIES OF ELECTED AND APPOINTED OFFICIALS SHALL BE PAID PER SCHEDULE:

(a) ANNUALLY- BUDGET OFFICER, REGISTRAR, HISTORIAN, DEPUTY SUPV. DEPUTY HWY SUPT., COUNCILPERSONS WILL BE PAID IN NOVEMBER.

(b) BI-WEEKLY- TOWN CLERK, SUPERVISOR, CODE ENFORCEMENT OFFICER, ASSESSOR, JUSTICE, TOWN HALL CUSTODIAN, COURT CLERK.

(c) MONTHLY- ACCOUNTANT. (1st pay period of the month).

(d) WEEKLY- SUPT. OF HIGHWAYS, HIGHWAY EMPLOYEES.

(e) HOURLY - DEPUTY TOWN CLERK & LIBRARIAN, LABORERS & GROUNDSKEEPER.

3. RATE OF COMPENSATION FOR USE OF AUTOMOBILE ON OFFICIAL BUSINESS AT 50 CENTS PER MILE.

4. RATE OF PAY FOR PART TIME EMPLOYEES \$11.23 PER HOUR.

5. TOWN OFFICIALS TO BE REIMBURSED FOR PROPER CHARGES WHILE ATTENDING MEETINGS AND SCHOOLS WITH PROPER RECEIPTS.

6. SUPERVISOR SHALL BE REQUIRED TO SUBMIT ANNUAL FINANCIAL REPORT IN SUMMARY FORM. CERTIFIED COPY ON FILE FOR PUBLIC INSPECTION AND NOTICE TO OFFICIAL NEWSPAPER THAT IT IS ON FILE NOT LATER THAN FEBRUARY 28, 2018.

7. PAYROLLS, BONDS, NOTES AND OTHER CONTRACTS SHALL BE PAID BY SUPV. WITHOUT BOARD APPROVAL.

8. SUPERVISOR, AS CHIEF FINANCIAL OFFICER, SHALL BE ALLOWED TO PURCHASE CERTIFICATES DEPOSIT AT ANY BANK DEEMED WISE.

9. APPROVAL OF BONDS FOR ALL ELECTED AND/OR APPOINTED OFFICIALS.

10. PETTY CASH OF \$200.00 SHALL REMAIN WITH THE TOWN CLERK AND NOTED ON FINAL REPORTS.

11. THE HIGHWAY SUPT. MAY SPEND UP TO \$1500.00 BETWEEN AUDITS IN THE HIGHWAY FUND AND THE SUPERVISOR CAN AUTHORIZE UP TO \$500.00 SPENDING BETWEEN AUDITS IN THE GENERAL FUND WITHOUT BOARD APPROVAL.

Mr. Parker made a motion, seconded by Ms. Lyon to approve all appointments and fiscal Resolutions.
VOTE: Supv. Wood Aye, Councilpersons Lyon Aye, Pullano Aye, Sochia Aye, Parker Aye.
Supv. Wood abstained on appointment of Groundskeeper.

ORGANIZATIONAL MEETING APPOINTMENTS continued

REVIEW PROCUREMENT POLICY FOR 2019.	Moved -Ms. Pullano, Seconded-Mr. Parker
REVIEW INVESTMENT POLICY FOR 2019.	Moved-Mr. Sochia, Seconded-Ms. Lyon
REVIEW OF CREDIT CARD POLICY FOR 2019.	Moved -Ms. Pullano, Seconded-Ms. Lyon
REVIEW OF SEXUAL HARRASSMENT POLICY FOR 2019. (will be review, updated and replaced in 2019)	Moved-Mr. Sochia, Seconded-Ms. Lyon
REVIEW OF WORKPLACE VIOLENCE POLICY FOR 2019.	Moved-Ms. Lyon, Seconded-Mr. Parker
REVIEW OF CODE OF ETHICS FOR 2019.	Moved-Mr. Parker, Seconded-Ms. Lyon

All the above reviewed policies were adopted unanimously.

The following designation of Depositories for 2019 will be:

NBT Bank: Supv. Wood, Clerk Powers, Justice Bory.

COMMITTEES:

- | | |
|-----------------------|---------------------------------------|
| 1. BHLS HEALTH CENTER | <u>Gilbert Sochia</u> |
| 2. MUSEUM | <u>Steven Parker</u> |
| 3. TOWN FACILITIES | <u>Steven Parker</u> |
| 4. RECREATION | <u>Kelly Pullano</u> |
| 5. LIBRARY | <u>Sue Lyon</u> |
| 6. RESCUE | <u>Susan Wood</u> |
| 7. UNION BARGAINING | <u>Susan Wood & Kelly Pullano</u> |
| 8. SAFETY COMMITTEE | <u>Steve Green</u> |

Ms. Lyon made a motion, seconded by Ms. Pullano to approve the committee appointments. Adopted unanimously.

Respectfully Submitted

Richard L Powers
Town Clerk

TOWN OF HOPKINTON
Abstract of Unaudited Vouchers
GENERAL FUND - TOWNWIDE

Total Claims: \$7,978.35

02/11/2019

Number 002

Voucher #	Claimant	Account #	Amount	Check	Date
29	SLC ASSESSOR ASSOCIATION 2019 SLCAA DUES	A1355.4	15.00		
30	NATIONAL GRID MUNI BLDG	A1620.4	88.38	10052	01/28/2019
30	NATIONAL GRID TOWN HALL	A1620.4	74.85	10052	01/28/2019
30	NATIONAL GRID MUSEUM/LIBRARY	A1620.4	75.53	10052	01/28/2019
30	NATIONAL GRID GARAGE	A5132.4	284.38	10052	01/28/2019
30	NATIONAL GRID HOPKINTON PARK	A7140.4	44.32	10052	01/28/2019
31	EVANS & WHITE ACE HARDWARE 643343/ICE MELT	A1620.4	119.92		
32	JAN KELLER COFFEE MAKER, COFFEE	A7410.4	49.46		
32	JAN KELLER SUPPLIES	A7410.4	12.45		
33	BAKER & TAYLOR 2034308693/NON-FICTION BOOKS	A7410.4	18.45		
33	BAKER & TAYLOR 2034286140/BOOKS	A7410.4	24.58		
33	BAKER & TAYLOR 20342611094/BOOK BATTLE & BOOKS	A7410.4	212.97		
34	STEPHEN BORY CHECKS/DEPOSIT SLIPS - JUSTCE	A1110.4	73.52	10053	01/28/2019
35	JAMES LYON ACCT SERVICES FEB '19	A1320.1	978.08	10054	02/04/2019
36	CARDMEMBER SERVICE STAMPS -TAX MAILINGS	A1330.4	500.00	10055	02/04/2019
37	JOHNSTONS WATER, LLC 252393/WATER - GARAGE	A5132.4	18.00		
38	NYS ASSESSORS' ASSOCIATION NYS ASSESSOR'S ASSOC DUES	A1355.4	100.00		
39	AMAZON CAPITAL SERVICES IJ1Y-MP9H-VT3D/SUPPLIES, BOOKS	A7410.4	74.89		
40	BENEFACTOR FUNDING CORP 1900961/WATER TESTING - TOWN HALL	A1620.4	30.00		

TOWN OF HOPKINTON
Abstract of Unaudited Vouchers
GENERAL FUND - TOWNWIDE

Total Claims: \$7,978.35

02/11/2019

Number 002

Voucher #	Claimant	Account #	Amount	Check	Date
41	MX FUELS 83253/KEROSENE	A7410.4	421.22		
41	MX FUELS 76430/FUEL	A7450.4	574.65		
42	NATIONAL GRID STREET LIGHTING	A5182.4	861.26		
43	J & F TRASH SERVICE 19050/JAN. '19 TRASH REMOVAL	A8160.4	80.00		
44	TEAMSTERS HEALTH & HOSPITAL HWY SUPR HEALTH INS FEB '19	A9060.8	864.16		
45	ALLEN FUKES ASSESS. MILEAGE JAN 287 X .50	A1355.4	143.50		
46	QUILL CORPORATION JUSTICE SUPPLIES	A1110.4	10.63		
46	QUILL CORPORATION 4640788/CLERK SUPPLIES	A1410.4	101.80		
47	ROLL LOCK TRUSS U31983/OVERHEAD DOOR REPAIRS	A5132.4	930.44		
48	NICHOLVILLE TELEPHONE CO. PHONE/INTERNET GARAGE	A5132.4	114.29		
48	NICHOLVILLE TELEPHONE CO. PHONE/INTERNET LIBRARY	A7410.4	35.66		
49	Adirondack Propane 955822/PROPANE - MUNI BLDG	A1620.4	249.08		
49	Adirondack Propane 955821/PROPANE - GARAGE	A5132.4	670.48		
50	ALLTECH INTEGRATIONS INC 38637/FIRE/SECURITY - MUNI BLDG	A1620.4	75.00		
51	JOHNSON NEWSPAPER CORP 100869/LEGAL NOTICE MTG DATES	A1410.4	51.40		
Total:			7,978.35		

TOWN OF HOPKINTON
Abstract of Unaudited Vouchers
HIGHWAY

Total Claims: \$46,260.77

02/11/2019

Number 002

Voucher #	Claimant	Account #	Amount	Check	Date
9	VIKING-CIVES USA 4486828/SANDER PARTS	DA5130.4	495.24		
9	VIKING-CIVES USA 4487609/RETAINING SPRINGS/LOCKNUTS	DA5130.4	985.48		
9	VIKING-CIVES USA 4487608/BOLTS/LOCKNUTS	DA5130.4	93.25		
9	VIKING-CIVES USA 4487609/SHAFT DRIVE,SIDE DUMP	DA5130.4	55.40		
9	VIKING-CIVES USA 4487154/VALVE POLY SEAL	DA5130.4	558.30		
10	PAT REMINGTON TRUCKING 1661/TOWING MACK TRUCK TO WTN	DA5130.4	1,050.00		
11	MX FUELS 076468/DIESEL 73.5 GAL	DA5142.4	994.62		
11	MX FUELS 076429/DIESEL 520.1 GAL	DA5142.4	1,167.88		
11	MX FUELS 076084/DIESEL 327.4 GAL	DA5142.4	672.55		
11	MX FUELS 075829/DIESEL 321 GAL	DA5142.4	714.51		
12	TEAMSTERS HEALTH & HOSPITAL EMPLOYEE HEALTH INS. FEB. '19	DA9060.8	5,797.78		
13	GENAWAYS OIL SUPPLY 56614/GREASE,WINDOW WASH,	DA5130.4	181.00		
14	CHRIS TRACY CLOTHES ALLOWANCE	DA5120.4	25.00		
15	KS STATEBANK FINAL PAYMENT	DA9785.6	29,844.81		
16	AIRGAS USA, LLC 9084739326/O2 & AR GAS	DA5130.4	47.76		
17	5TH WHEEL DIESEL INC 10244696/BRAKE VALVE	DA5130.4	273.24		
17	5TH WHEEL DIESEL INC 10244621/CARETRIDGES, BOLTS, NUTS	DA5130.4	504.63		
18	A/C AUTO PARTS ALTERNATOR COST EXCHANGE	DA5130.4	53.44		
19	BEAM MACK SALES & SERVICE 217305W/INJECTOR	DA5130.4	127.90		

TOWN OF HOPKINTON
Abstract of Unaudited Vouchers
HIGHWAY

Total Claims: \$46,260.77

02/11/2019

Number 002

Voucher #	Claimant	Account #	Amount	Check	Date
19	BEAM MACK SALES & SERVICE 216831W/PUMP UNIT	DA5130.4	2,423.48		
19	BEAM MACK SALES & SERVICE 115420/MACK REPAIR	DA5130.4	194.50		
Total:			46,260.77		

ABSTRACT OF AUDITED VOUCHERS

BHLS FUND

TOWN OF HOPKINTON ST. LAWRENCE COUNTY, NY ABSTRACT NO. 2

DATE OF AUDIT February 11, 2019

PAGE NO. 1

CLAIM NO	CLAIMANT	ACCOUNT	AMOUNT	CHECK	AMOUNT
B-3	TERRY TRUAX	BHLS	425.00		425.00
B-4	Elliott's Farm & Home Supply	BHLS	52.72		52.72
		TOTAL	\$ 477.72		\$ 477.72

To the Supervisor

I certify that the vouchers listed above were audited by the _____ Town Board _____ On the above date and allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount opposite his name.

Date

Town Clerk

1\

ABSTRACT OF AUDITED VOUCHERS

BUILDING FUND

TOWN OF HOPKINTON ST. LAWRENCE COUNTY, NY ABSTRACT NO. 1

DATE OF AUDIT February 11, 2019

PAGE NO. 1

CLAIM NO	CLAIMANT	ACCOUNT	AMOUNT	CHECK	AMOUNT
BLDG-1	CONTINENTAL CONSTRUCTION	BLDG RESERVE	\$ 20,200.00		\$20,200.00
		TOTAL	\$20,200.00		\$20,200.00

To the Supervisor

I certify that the vouchers listed above were audited by the _____ Town Board _____ On the above date and allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount opposite his name.

2/11/19
Date

Town Clerk

The BHLS Board of Managers of the Health Center met Feb 6 2019 at 9:30am.

Present: Gilbert Sochia, Nancy Lynch

We reviewed the correspondence.

Elliott's Farm + Home

salt & a shovel

\$ 52.72

Terry Truax

Jan. maintenance

\$ 425.00

NBT Bank statements

Nov + Dec 2018 after reconciliation \$ 12,239.10

- Gilbert and Nancy met at the Health Center. We discussed the maintenance with the Dr and receptionist. Sidewalks ^{care} and plowing has been regularly taken care of. We were having issues earlier but all seems to be resolved.
- There was a leaky pipe that was taken care of by Goodrich Refrigeration.
- We are ordering signs for the parking area and steps entrance.
- The dentist has requested update smoke alarms and we are adding 1 more carbon dioxide detector. Next meeting will be March 5, 2019 at 9:00
Adjourned at 9:55am