

**STILLWATER TOWNSHIP
RECREATION COMMISSION
August 1, 2011**

A regular meeting of the Stillwater Township Recreation Commission (RC) was held at 7:00 pm at the Stillwater Municipal Building, Stillwater, New Jersey. The meeting was called to order by Commission Chairperson Lisa Chammings with the statement read that this meeting is in compliance with the Open Public Meetings Statement. The flag was saluted and roll call taken.

MEMBERS PRESENT: Ms. Chammings, Mr. Chammings, Mrs. Fritsch, Mrs. Franco

MEMBERS ABSENT: Mr. Kately, Mrs. Murch, Mrs. Sugar

Also present, Committeeman Fisher (arrived at 7:08)

MINUTES: Mr. Chammings made a **motion** to approve the June 30, 2011 minutes. Mrs. Fritsch seconded.

Roll Call Vote: Ms. Chammings, yes, Mr. Chammings, yes, Mrs. Fritsch, abstain, Mrs. Franco, yes
Due to the lack of a quorum, approval of the minutes was delayed until the next RC meeting.

BILLS: The Commission had the following bills:

New Jersey Herald (Garage Sale Day Ad)	\$34.00
Lovenberg's	\$350.00
Still. Park (July)	\$75.00
Veterans Park (July-handi)	\$125.00
Veterans Park (July-reg)	\$75.00
Volunteer Field (July)	\$75.00
Treasurer, State of New Jersey (Swartswood Park Pavilion Fee)	\$275.00
	\$659.00

Ms. Chammings made a **motion** to approve payment of the bills, funds permitting. Mr. Chammings seconded.

Roll Call Vote: Ms. Chammings, yes, Mr. Chammings, yes, Mrs. Fritsch, yes, Mrs. Franco, yes

CORRESPONDENCE: Last month Ms. Chammings believed she received a thank you letter from Elizabeth Sanford in error. She stated the letter had actually been for the RC, to thank them for all they do to allow the sports programs to occur in Stillwater. She feels that having these programs allowed her to grow in her experiences in Stillwater.

REPORTS: Mrs. Franco reported that she had placed fliers for Garage Sale Day at several area establishments and they went very quickly.

Mrs. Fritsch and Mr. Chammings had no reports.

Ms. Chammings had a report about Clean-Up Day. Mr. Fisher stated he sent the report for the 2010 Clean-Up Day to the state and is waiting to hear if they received it. Ms. Chammings stated the 2008 Clean-Up Day report seems to be missing. She emailed the NJCCC about this and is waiting to hear back from them. She stated this report needs to be found because the continuation of receiving the grant is contingent upon the town's good reporting. Mrs. Fritsch asked what happens if we can't find it. Ms. Chammings stated we will find it. She sent an email to Gale Danko, who was the RC Chairperson at that time. She has some floppy disks that may have the report on them. Mrs. Danko also suggested Beth Barile may have a file with the report. Ms. Chammings and Mr. Fisher will continue to look into the matter.

Ms. Chammings also reported that she picked up the applications for the savings bonds for Little Miss and Mister Stillwater. She will be mailing them to the winners with instructions on how to get their bonds.

OLD BUSINESS

Garage Sale Day Wrap Up: There were 31 participants in this year's Garage Sale Day. At a fee of \$20 for each participant, the sale raised \$620 plus a \$1 donation for a map purchase. From this \$34 will be paid for the New Jersey Herald advertisement. Ms. Chamblings stated the maps placed around the area where "snatched up". The participants were pleased. A very big Thank You to Mr. Steckowich for the signs he placed on community bulletin boards for the event. The raffle planned for the participants couldn't be done due to the fact that the RC doesn't have a gaming license. Ms. Chamblings stated she would look into this for next year.

Summer Rec. Program Update: As of this meeting there were 27 children registered for the program, and \$1290 has been collected in fees. These fees will go to pay for the pavilion, supplies, counselors and Mrs. Tosti's salary. Mrs. Fritsch asked who exactly waived the one week of fees for usage of the park. Ms. Chamblings told her Steve Ellis and Blanca Chevrest from the State Park waived the fee. They also waived the application fee for usage. This was greatly appreciated and Ms. Chamblings will be writing them a thank you note for all their help.

Stillwater Fall Festival Update: Ms. Chamblings was going to attend a meeting with the Historical Society later this week. She would like to see it advertised sooner this year. She asked Mr. Scott if Brian Hendershot could find and hang the banner advertising the festival on the fence at Stillwater School. She would also like to advertise on the area Community Bulletin Boards once the definite date is established. Mrs. Fritsch stated she saw the date as September 24 on the Historical Society's website. Ms. Chamblings stated that yes that is the date, with a rain date of September 25, which they only use in the event of severe weather. Mrs. Fritsch asked if the exact role of the RC would be discussed this evening. Ms. Chamblings stated it would be the same as last year. She stated the RC would try to get more tents this year. Mrs. Fritsch stated she thinks the PTA has tents that could be used. Ms. Chamblings stated she would contact Tri-State Rentals and get a price for the rental of their tents. She believed the cost was around \$375. She stated that the "trade-off" was that the Historical Society paid for the custodian and the RC paid for the tents. Mrs. Fritsch stated that "obviously we won't be doing the pig roast". She stated that she was sure she would be asked by organizations what they could do for the day. She wanted to clarify that any organization can do a booth as long as it doesn't conflict with anything the Historical Society is doing. Mrs. Fritsch then asked if the RC was doing anything beyond the time scheduled for the Festival, such as a movie night. Ms. Chamblings stated that there would be a discussion about a movie night further on on the agenda. Mrs. Fritsch stated that the RC and other organizations would basically be helping out the Historical Society wherever they need help, such as with the scarecrows and pumpkins. Ms. Chamblings stated that last year S/F Baseball and KMFL ran concession stands during the movie. If the movie night were moved to a different night, from approximately 6:00 to 9:30, organizations could do games and such before to raise some money. This would be essentially providing two community events, with the movie night being of minimal cost. Ms. Chamblings stated that due to the new regulations it is difficult to know if there can even be a small parade to go along with the festival. She stated someone from the Historical Society is working with someone from the County to see if it's even possible. Mrs. Fritsch asked if Ms. Chamblings would be letting the RC know more details following the Historical Society meeting. Ms. Chamblings stated yes. Mrs. Fritsch said that then the applications for participation in the day's events could be revamped and sent out to area organizations. Ms. Chamblings again stated yes.

New Jersey State Fair: Ms. Chamblings stated she is working on the display board for the fair. She will be bringing the board to the fair later this week. She will be using the blankets depicting the town buildings as curtains at the display. She stated if anyone would like to help her with the display their help would be welcomed.

Parks Maintenance/Upgrades: Ms. Chamblings has spoken to Wally Chadwick about scheduling SLAP to work on the clay for the baseball and softball fields. They are booked through August, so this will have

to wait until September. Mrs. Fritsch asked if they had been booked for a specific date. Ms. Chammings stated she was told they have many dates available in September and October. She will get schedules from the baseball teams and set a time when SLAP can come in.

Ms. Chammings stated she spoke to Peter Klemek who has the key for football. He will be turning the key in to the Town Hall. Leon, the football equipment manager, will then be signing out the new key.

Bleachers: Ms. Chammings handed out a packet with budget forms from the past. She stated that this year, due to the fact that there wasn't a CFO in place at the time, the RC budget wasn't filed in the usual manner. She stated that she went to the town's budget meeting, as a member of the public, to help. She stated this may have been a mistake. She stated she had tried to go from memory with the budget amounts requested and she shouldn't have done that. Because she hadn't received any information from Mrs. Straway, on July 25 she OPRA'd the expenditures for the RC and Clean Communities for the year. She received her OPRA request on the day of the meeting. She hadn't had time to make copies for everyone, so the meeting was suspended for a few minutes while Mrs. Leonard made copies. The members now reviewed the copies of Ms. Chammings OPRA request. The first page was RC expenditures, the second and third pages were Clean Communities. Ms. Chammings stated that at the end of last month's meeting Mrs. Franco had stated that until the Commission had a copy of the budget numbers, no decisions could be made. She asked Mrs. Franco if this printout helped her. Mrs. Franco stated yes, if someone could explain it to her. Ms. Chammings explained the numbers on the printout and pointed out that in the "last approved" column there were still no numbers listed. Mrs. Franco stated that without that she didn't see how the RC could make any decisions. Mr. Scott then spoke about the budget and how it worked. He explained that the amounts listed under the different categories are a guideline for the Commission to stay within those amounts. He stated that the RC doesn't need to spend the whole amount. Any money that isn't spent at the end of the year goes back in the general fund. The following year the budget is reviewed and the left over money can be put back in for that purpose. Ms. Chammings explained that all remaining money from 2010 was encumbered to this year to cover bills that hadn't been paid from 2010 when the town didn't have a CFO. She stated that the RC still doesn't know what the total bills were from 2010 so we don't know how much was put into the trust fund. Mr. Scott said the Commission should know within the next couple of weeks. He stated he has asked the CFO to inform all the departments of what they have. Ms. Chammings stated that by now the RC would have gotten printouts from the CFO keeping them informed of all budget amounts and expenditures. She stated she received these approximately every two months. She stated after reviewing her OPRA request she still had some questions for the CFO about expenditures she didn't understand. Mrs. Franco then stated the RC should be getting a printout from the CFO showing all RC activity so they can see if there are any mistakes. Mr. Scott stated that Mrs. Leonard should be keeping track of all the expenditures. Ms. Chammings stated she is and they were reviewed by her and Mrs. Leonard earlier that day. Ms. Chammings then stated that the problem at this point is that there are still no bleachers. She stated she wasn't sure what to do at this point. She stated the RC has \$1800 from KMFL for the purchase of bleachers, which hasn't been spent yet. Mrs. Fritsch asked if the check is being held. She would like to be able to tell the KMFL board members what the status is of the check and of the bleacher purchase at their next meeting. Ms. Chammings stated she didn't know if the CFO had deposited it or not. There was no record of deposits made in the OPRA request she received. Ms. Chammings stated she wants to get bleachers down on the field. She stated she had a discussion with Mr. Scott and Mrs. Straway about the bleachers, and she still doesn't know what to do. Mrs. Fritsch asked if KMFL could purchase \$1800 worth of bleachers without the RC kicking in their portion at this time. Mr. Scott stated that yes; the money is in the RC account for that purpose. Ms. Chammings stated as long as the CFO certifies that the Commission has that amount in the account. Mrs. Fritsch asked when the CFO could certify that the \$1800 is there. Ms. Chammings and Mr. Scott stated that could happen tomorrow. Ms. Chammings stated that because the Town Committee had a meeting the following night they could vote to approve payment of \$1800 for bleachers because that money is in a trust account. Ms. Chammings stated if she, Mr. Scott and the CFO could sit down they could see that there is additional money in the trust account that can be used to purchase another set of bleachers. Mr. Fisher stated there should be approximately \$5000 in the RC line item for equipment that can be used for bleachers. Ms. Chammings stated there should be \$6000. She stated that originally the RC had asked for \$15,000 but after finding clay at a substantially lower price that amount was lowered by \$6000 to \$9000. This is where the confusion happened. She stated she didn't have the numbers with her at the town's budget meeting and the Town Committee didn't either. Mrs. Fritsch stated going back to the bleacher situation, the RC will know for sure after the following night's Town

Committee meeting if the \$1800 is there and can be used to purchase bleachers. Mr. Fisher and Mr. Scott stated yes. Ms. Chammings stated she is hoping to sit down with Mr. Scott and the CFO tomorrow to show that there are additional funds in the trust account that can be used to purchase more bleachers, because the shipping is the same whether one or two sets are ordered. She stated there had already been a motion to purchase bleachers and the purchase was then held by the CFO and Mrs. Straway. Ms. Chammings stated she wasn't sure where Mr. Fisher stood on the purchase. Mr. Fisher stated the RC had voted to purchase \$8000 worth of bleachers and there was only \$6000 available. Ms. Chammings stated that was because the RC thought there was \$9000. Mrs. Fritsch asked if that was including the money from KMFL. Ms. Chammings and Mr. Fisher stated no. Mrs. Fritsch stated there was a discrepancy with the figures. Ms. Chammings stated yes. She said a concern was raised that if the RC spent that much money on bleachers there wouldn't be any money left for clay. Mr. Scott stated that the Town Committee will not release the money if the funds aren't there. Ms. Chammings stated that hopefully after the following night's Town Committee meeting the amount of bleachers that can be purchased can be determined. Mrs. Franco asked for clarification about the equipment line. She stated that the RC thought they would have \$9000 but they actually have \$6000 and that that amount now cannot be changed. She was told by Ms. Chammings, Mr. Scott and Mr. Fisher that yes, that amount cannot be changed at this point. Mr. Scott stated that the only time any changed can be made is in November. Ms. Chammings stated that basically in November you can move money around in the line items. She also stated that at this point the RC needs to find out how much money is in the Community Events line. Mr. Fisher stated that in the next couple of weeks everyone should have a better idea of the figures. Mrs. Franco stated that football is starting in the next couple of weeks and needs the bleachers. It was stated that KMFL had given the check for \$1800 months ago. Mrs. Franco stated it would be nice to know how much the RC has to spend on the bleachers so we can save on the shipping. Mrs. Franco thanked Mr. Scott and Mr. Fisher for helping explain the situation to her. Ms. Chammings stated that the following day she would have a discussion with Mr. Scott and the CFO to determine what can be done about the bleachers. She stated she doesn't want to wait until the September meeting to take care of this. Ms. Chammings asked Mr. Scott and Mr. Fisher for advice about a motion for bleachers. She asked if a motion can be made to spend \$3000 of RC funds to purchase bleachers. Mr. Scott stated that without knowing what the figures are make a motion stating with funds permitting. **Ms. Chammings** made a **motion** to spend \$3200 and the \$1800 from KMFL on bleachers, funds permitting, with the certification of the CFO and Town Committee approval, **Mrs. Franco** seconded. **Roll Call Vote:** Ms. Chammings, yes, Mr. Chammings, yes, Mrs. Fritsch, yes, Mrs. Franco, yes. Ms. Chammings thanked Mr. Scott and Mr. Fisher for their help.

New Sign/ Website Update: Ms. Chammings asked Mr. Fisher if they could get together to discuss a new sign. Mr. Fisher said yes.

4H Ring Proposal Update: Mr. Chammings stated there is nothing new. The proposal has been approved by the RC and it is now up to the Zoning Officer and the Town Committee. Ms. Chammings stated she placed stakes marking where the proposed ring would be. She will go with the Zoning Officer to look at the site. Mr. Fisher asked about the town's liability. Ms. Chammings stated that is covered by the Equestrian Law. Mr. Chammings stated the 4H Club has insurance, and signs would be posted around the ring stating the town is not responsible for injuries. Mr. Fisher asked who would be putting in the ring. Ms. Chammings stated it would be put in by the 4H Club at no cost to the town. Mr. Scott asked if this would be a public ring because it would be on Township property. Ms. Chammings stated this property is not part of Green Acres because of the Recycling Center. She stated it is the only piece of the donated property that is not on ROSI. Mr. Scott asked because the land next to the ring is Township property, would the ring be open to Township residents. Mrs. Fritsch asked if that were the case, who would be liable since it isn't the 4H Club. Ms. Chammings stated that would be covered by the Equestrian Law. Mr. Fisher asked if the deed stated that something like the ring can be placed on the property. Mr. Chammings stated the deed states that whatever is placed there must be approved by the Township Committee. Mr. Scott stated he doesn't have a problem with it, he just thinks someone will ask the question. Ms. Chammings stated that for the record it is Block #3401 Lot 14 which was merged with Block #3401 Lot 11 and the deed is recorded as to be used for the purpose of recreation and all activities must be approved by the Stillwater Township Recreation Commission. Ms. Chammings stated that the first thing that needs to happen is the Zoning Officer needs to go look at the location to see if it's feasible as far as zoning ordinances. Then Ms. Chammings and the

Zoning Officer can write up their recommendations. She stated she would then get the actual Equestrian Law and run it by Mr. Morville.

Open Public Session: Ms. Chammings made a **motion** to open the meeting to the public at 8:15, Mrs. Fritsch seconded.

Bill Steckowich, 907 Hardwick Road, stated that about 20 years ago he worked on the NJ State Fair doing something called an Abbott and Costello softball game. They dressed in hobo uniforms and there were children involved. He thought this would be something the RC could do as an entertainment event at next year's Stated Fair. A play write would be needed who remembers the lines from "Who's on First". He stated it was very popular and a lot of fun. Ms. Chammings thanked him for his idea.

Jim Giannetti, stated that for the spring soccer season, they had a U9 and a U10 team that did very well. His U13 girls took 1st place in the flight, the high school girls took 2nd place, and the high school boys were in the middle. Kittatiny Soccer wanted to express their thanks for the use of Volunteer Field. He had two field use forms to submit: 1. Preseason, Volunteer Field – mostly in August, some September, and 2. Mainly U10 girls would be practicing at Volunteer Field, and U10 girls would be using the field for games. He spoke to Jenn Durso. He will be lining the field for their small-sided teams. They are working together and are both satisfied with the use of the field. He is going to try to have the older teams' games at the larger, high school field. However, this field isn't always available on Saturdays for make-up games, so the field use form is also requesting use of the field for make-up games. Mr. Giannetti also stated that in the fall the club tried to have some fund raisers to raise money for aeration and seeding of the field. They weren't able to raise a lot. He personally donated \$50 and to the best of his recollection the treasurer of the club donated \$200. Ms. Chammings asked if those were the checks he had brought to a previous meeting, and he said yes. He stated he was hoping, if there is money, to have the field seeded and aerated this fall. He has spoken to the club treasurer and they are planning to replace the nets because they have been damaged by the lawn mower. He stated he appreciates that the mower is trying to cut the grass close to the net, but asked if Ms. Chammings could speak to him because he is damaging them. He stated that the far end of the field, by the DPW, dries out and becomes like a rock. He had a second player fall and break their collar bone. Ms. Chammings asked if the work New Image did on the field helped. Mr. Giannetti stated it didn't seem to have any effect at all. He stated that the center of the field has gotten softer and wetter. Mr. Chammings stated that originally it was planned to have the field slope in all directions with water running all around, but the plans were changed to have all runoff be in one direction. He stated he believed that was the wrong move, but it was taken out of his hands. Mr. Giannetti stated maybe that has something to do with it. He finally thanked the RC fall all the use they were allowed to have of the field.

George Scott, Mayor, stated he would like to see Stillwater Day brought back to the first Saturday in June. This is a request he has been getting from the residents in town. Ms. Chammings stated the problem with that date is it is such a busy weekend. She stated discussion of the date would be revisited next year. She asked if Mr. Scott would be willing to assist the RC. Mr. Scott stated he is always willing to assist.

There being no further discussion, Ms. Chammings made a **motion** to close OPS at 8:30, Mrs. Fritsch seconded.

NEW BUSINESS

Field Use Forms: 1) Kittatiny Soccer Club is requesting use of Volunteer Field from August 15, 2011 to September 1, 2011, from 9:00 am to 2:00 pm, and 5:00 pm to dark depending on the day. This is preseason practice. They have the appropriate insurance.

Ms. Chammings made a **motion** to approve the request with coordination with the Stillwater Soccer League, Mrs. Fritsch seconded.

Roll Call Vote: Ms. Chammings, yes, Mr. Chammings, yes, Mrs. Fritsch, yes, Mrs. Franco, yes

2) Kittatinny Soccer Club is requesting use of Volunteer Field from September 1, 2011 to November 20, 2011, from 4:30 pm to dark. They will work with the Stillwater Soccer League. There is no conflict at this point. This will be pending a new insurance certificate.

Ms. Chamblings made a **motion** to approve the request pending receipt of new insurance certificate, **Mrs. Franco** seconded.

Roll Call Vote: Ms. Chamblings, yes, Mr. Chamblings, yes, Mrs. Fritsch, yes, Mrs. Franco, yes

3) Sussex County Men's Slow Pitch Softball is requesting use of Stillwater Park on Sunday mornings, 10:00 am to 1:00 pm for their fall season. There is a schedule attached. Stillwater/Fredon Little League already has use of the field. Ms. Chamblings will give a copy of the schedule to SFL to be sure there are no conflicts. The Men's team will need to communicate with SFL. Ms. Chamblings also had concerns about the attached insurance certificate. The policy period is hand written. She stated she would contact Mr. Saez about this. Mr. Scott asked if the little league teams already had use of the field. Ms. Chamblings stated yes. Mr. Scott stated they don't usually use the field until after 1:00 pm. Ms. Chamblings stated that in the past the men's games wouldn't start on time and they would still be using the field when the little league would need the field. She stated they had gotten better about that. The schedule starts on August 28, which is before the next RC meeting. She stated she would get clarifications before then.

Ms. Chamblings made a **motion** to approve the request pending communication with SFL and pending current insurance certificate, **Mrs. Fritsch** seconded.

Roll Call Vote: Ms. Chamblings, yes, Mr. Chamblings, yes, Mrs. Fritsch, yes, Mrs. Franco, yes

Donated Property: There is no update at this time.

Donation of Stone Slab: Ms. Chamblings stated that the Stillwater Presbyterian Church is donating a bluestone slab to be used as a bench, perhaps at Veterans Field. Two limestone blocks will be donated by Bill Jackman as a base for the bench. The bench could possibly be placed by the current flagpole or the flagpole to be erected on the field. Ms. Chamblings stated the DPW is willing to pick up and move the slab. She stated if they couldn't, she believed Mr. Manser would be willing to move it. Ms. Chamblings stated the RC will gratefully accept this donation. Mr. Scott stated that a meditation area by the flagpole would be nice. Mr. Fisher stated he believed the current flagpole would be the best location. Ms. Chamblings and Mrs. Fritsch thanked Mr. Steckowich.

Movie Night: Ms. Chamblings stated she would love to see a different night be movie night. Mrs. Fritsch and Mrs. Franco agreed. Ms. Chamblings stated she thinks the best place for it would be Stillwater Park because there is electric and parking. She thinks a Friday night would be best, leaving Saturday as a possible rain date. If moved to Saturday, it would have to not conflict with Saturday mass. Mrs. Fritsch stated that mass is over by 6:00. Ms. Chamblings suggested having movie night the weekend following the Stillwater Fall Festival. She asked if the RC would need a permit to have a barn fire. Mr. Fisher said yes. Ms. Chamblings stated she would contact Movies in Motion to see if he is available for September 30. She asked the members to think of ideas for a movie to show. Mrs. Fritsch asked when Lentini's Corn Maze opens, because he shows movies there every weekend. Ms. Chamblings stated she would check with him and get back to the Commission. She stated the RC needed to determine by the next meeting if the Commission will be doing a Halloween party.

Committee Member Comments: Mr. Chamblings stated that the RC should replace the boards on the fences at Volunteer Field. He will see if Daryl will put up new boards at no cost to the township. There were no further comments.

Liaison Report: none

Open Public Session: Ms. Chamblings made a **motion** to open the second OPS at 8:50, **Mrs. Fritsch** seconded.

Bill Steckowich asked if anything is planned for Halloween week. Ms. Chamblings stated there is a tentative date of October 29. It will be discussed further at the next meeting. Mr. Steckowich stated the

church would open to serve food to the public if there is an event. There was a short discussion about the possibility of doing a haunted house.

Ms. Chammings made a **motion** to close the second OPS at 8:52, **Mrs. Franco** seconded.

Executive Session: The executive session resolution was read at 8:53. The matters discussed will not be disclosed to the public. The meeting will be opened back up to the public following executive session.

Ms. Chammings made a **resolution** to close to the public, **Mrs. Fritsch** seconded.

There was a brief executive session where the members reviewed Mrs. Leonard's performance as secretary and discussed recommendations for a pay increase.

There was also a brief discussion about the attendance requirements of the RC members.

Ms. Chammings made a **motion** to close executive session at 9:15, **Mrs. Fritsch** seconded.

Ms. Chammings made a **motion** to give Mrs. Leonard a review and a raise to \$130 per month, **Mrs. Fritsch** seconded. Mr. Scott stated the RC can make a recommendation but a raise would need to be discussed at budget time. Ms. Chammings stated that the line item for personnel has \$1910 in it and Mrs. Leonard only receives \$1200. Mr. Scott stated that Mrs. Leonard got a raise with the other secretaries, did she not? Ms. Chammings stated that no, she did not. Mr. Fisher stated the town had given the secretaries a 2% raise. Mrs. Leonard did not receive the 2% raise. Mr. Scott stated the RC can make a recommendation, but also stated nothing would be done this year. Ms. Chammings stated that when she attended the Town Committee budget meeting she mentioned getting a raise for Mrs. Leonard, but apparently nothing was done. Mr. Scott asked if the RC looked at what other department secretaries are making when they discussed Mrs. Leonard's raise. Ms. Chammings stated that yes, they did, and at this point Mrs. Leonard is the lowest paid. She stated this would all go into the memo that she will send to the Town Committee.

Roll Call Vote: Ms. Chammings, yes, Mr. Chammings, yes, Mrs. Fritsch, yes, Mrs. Franco, yes

Ms. Chammings stated that the other matter discussed in executive session was attendance and that would be discussed at the next meeting. Mr. Scott stated that as far as attendance goes only recommendations can be made. Ms. Chammings stated she understands that.

There being no further business, **Ms. Chammings** made a **motion** to adjourn the meeting at 9:22 pm, seconded by **Mrs. Franco**. In a voice vote, all were in favor. The next meeting will be held on Thursday, September 8, 2011 at the Municipal Building.

Respectfully submitted,

Tammy Leonard, Secretary

Lisa Chammings, Chairperson