

**TIVERTON PLANNING BOARD
MINUTES OF MEETING
July 16, 2013**

Chairman Stephen Hughes called the regular meeting of the Tiverton Planning Board to order at 7:04 P.M. at the Town Hall, 343 Highland Road. Members present were: Vice Chairman Stuart Hardy, Patricia Cote, Rosemary Eva, Carol Guimond, David Holmes, Peter Moniz and David Saurette. Board member Peter Corr was absent.

Also in attendance were: the Planning Board's Clerk and Administrative Officer Kate Michaud, Director of Public Works Stephen Berlucchi, PE, consulting engineers Deirdre Paiva of Commonwealth Engineers and Consultants and the Planning Board's Solicitor Pete Ruggiero, Esq. and his associate David Petrarca, Esq.

1. Robert & Donna Rubel – 154 Stoney Hollow Road – Robert & Sharon Leeming – Beverly Guinen & Marie Levesque – 164 Stoney Hollow Road – Tiverton, RI 02878 – Administrative Subdivision Referred by the Administrative Officer – Plat 915 / Lots 130 & 131 – North and West side of Stoney Hollow Road – West of Crandall Road – R-80 Zoning District – Adjustment of Common Property Line (No Area Change) – Requires Zoning Board Approval for Frontage Applicants / owners Robert Rubel and Robert Leeming and engineer William Smith of Civil Engineering Concepts were present on behalf of the petition. Mr. Smith stated that the current location of the Rubel's driveway (154 Stoney Hollow Road - Lot 131) crossed the property line onto the Leeming's property (164 Stoney Hollow Road – Lot 130). The proposed lot line adjustment would accommodate the driveway and the area maintained by the Rubel's. Due to a reduction in frontage, Zoning Board relief would be required. Mr. Rubel stated that the new property line would be in synch with the appearance of the lots.

Ms. Eva asked if a physical survey had been performed. Mr. Smith replied that Civil Engineering Concepts had performed a Class 1 survey on Lot 131 (Rubel), and that a Class 1 survey had been performed by John Braga for Lot 130 (the Leeming property) [which was unrecorded]. However, Mr. Smith noted his agreement with the unrecorded Braga survey. Ms. Eva asked if the Braga survey was in agreement with the original recorded 1984 subdivision plans. Mr. Smith replied in the affirmative.

The Chair also asked if the survey of Lot 131 was in agreement with the original 1984 survey. Mr. Smith replied in the affirmative. Mr. Holmes noted that the original frontage was less than the current required 120 feet, and asked if it had been in conformance at the time of original subdivision. Ms. Michaud stated that the frontage requirement at the time of the original subdivision was 75 feet for lots on a curve or cul de sac (and these lots are on a curve). Currently, the 75 foot minimum frontage only applies to lots on a cul de sac.

Mr. Hardy opined that the proposed Administrative Subdivision would be an improvement from a rational perspective and stated that he would support the applicant's request for relief to the Zoning Board. Mr. Berlucchi noted that the word "setback" should be added to Note 2 on the plan.

Mr. Hardy made a motion to make a positive recommendation to the Zoning Board for the required relief. Mr. Holmes seconded the motion. The motion passed 7-0-1. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion. Ms. Eva abstained. She expressed her discomfort with the unrecorded status of the Braga survey of Lot 130.

Mr. Hardy made a motion to grant a Conditional Administrative Subdivision Approval, with the condition being receipt of relief from the Zoning Board. As part of the motion, the applicant was urged to record the unrecorded Braga survey of Lot 130. Mr. Moniz seconded the motion. The motion passed 7-0-1. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion. Ms. Eva abstained.

2. Starwood Tiverton, LLC – c/o Janice Greenwood, PE – Vice President – Woodard & Curran – 95 Cedar Street – Suite 100 – Providence, RI 02903 – A.) Request Approval of Minor Modification –

Relocation and Change in Footprint for Buildings #615, #616, #617 (Duplex Structures) – Watermark Drive [Amendment #1]– B.) Request for Determination Regarding Build-Out of Remainder of Residential Component [Amendment #2] – Elimination of Midrise Structures & Addition of Single-Family Cottage Structures – Reduction of Units from 126 to 66 – Plat 119 / Lot 102 – W/S Main Road, N/S Schooner Drive – Villages on Mount Hope Bay – Age Restricted Mix-Use Community (ARMUC) Jordan Stone of the Peregrine Group (joint venture partners with Starwood Capital) and Janice Greenwood, PE of Woodard & Curran were present on behalf of the petition.

Ms. Greenwood addressed Amendment 1, noting that buildings nos. 615, 616 and 617 would be rotated approximately 10 degrees and that the shape of the footprint had changed slightly adding that no zoning variances would be requested. Mr. Stone noted that the footprint would be getting a little bit smaller. Ms. Eva asked if the neighbors/homeowners were aware of the new plans. Mr. Stone replied in the affirmative, stating that there had been one meeting with the Board of Directors of the Homeowner's Association.

Ms. Greenwood reviewed the aerial view and the existing infrastructure. She stated that the drainage and utilities had been installed, and that most roads on the site had been constructed. Mr. Stone stated that the architectural plans for the second phase of the request (Amendment 2) were 50% complete. Mr. Moniz stated that he would like to hold a site walk prior to review of Phase B. Mr. Stone agreed noting that he would be glad to organize tours for any Board member. The Chairman noted that the documents referred to "Phase 1" and "Phase 2", which was confusing given that the project already noted Phases 1 through 5. It was agreed that the reference would be changed to "Amendment 1" and "Amendment 2". Mr. Moniz asked if it was acceptable for a new owner / partner (Peregrine) to pursue an amendment. Mr. Ruggiero replied that this was not within the Board's purview as long as the applicant submitted evidence of a legal right to act as applicant.

Ms. Eva inquired about references and past projects completed by Peregrine. Mr. Stone replied that they were part of the team that had worked on the Ocean House in Westerly RI, Rumford Center (containing 111 apartments and 40,000 square feet of commercial space) and Roslindale Square in Boston MA.

Mr. Moniz inquired about the undisturbed area demarcated on the plans. Mr. Stone replied that it is a CRMC (Coastal Resources Management Council) easement area. The Chairman stated that he was in favor of approving Amendment 1 and that he was pleased to see that Amendment 2 would scale back the number of units. He stated that he would like to see a full Site Plan of Amendment 2, with the changes between the approved and proposed plans highlighted. Mr. Stone stated that he was present to discuss the process for review of Amendment 2.

Mr. Hardy made a motion to approve Amendment 1, as presented. Mr. Holmes seconded the motion. The motion passed unanimously. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Eva, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion.

A discussion ensued regarding Amendment 2. The Chairman stated that he would like to discuss changes to the infrastructure and drainage proposed as part of Amendment 2. Mr. Stone stated that the 24 & 26 unit midrise buildings would be eliminated. As a result, the roadway configuration would be altered. Mr. Stone reviewed the constructed roadway areas and the areas to be constructed. He stated that the utilities (gas, electric, lighting and drainage) had already been installed and that only additions to the roadways plus a topcoat of asphalt were proposed. Mr. Stone added that the large parking areas associated with the midrise units had also been eliminated.

Ms. Eva asked if CRMC permits would need to be revised. Mr. Moniz inquired about the change in impervious surface. Ms. Greenwood replied that the drainage calculations would need to be revised and that there would be less impervious surface. She added that CRMC had indicated that the project would be "grandfathered" under the previous stormwater regulations. Mr. Stone stated that a RIDEM (Rhode Island Department of Environmental Management) RIPDES (Rhode Island Pollution Discharge Elimination System) permit would be required.

Mr. Hardy expressed concern regarding existing homeowners, noting that he would like to hear their concerns in a formal process or response and opined that this was a major modification of the plan. Ms. Eva and Ms. Cote agreed. Mr. Saurette inquired about the procedural difference between a major and minor modification. Mr. Ruggiero replied that the process was different in that a major modification required a Public Hearing with certified abutters' notification and newspaper advertising.

Mr. Berlucchi asked how many units were permitted by right currently. Mr. Stone replied that one hundred and twenty-nine (129) additional units could be constructed at this time. Mr. Berlucchi noted that the applicant was requesting fewer buildings, less units and less impervious surface. Ms. Guimond asked if a letter from the Board of Directors of the Homeowner's Association would be appropriate. Mr. Hardy replied that he would be satisfied with a letter, noting that the Planning Board was the permitting authority for either a minor or a major modification. Ms. Eva stated that she would rather see the formal abutter notification take place. Mr. Saurette agreed, noting that he would support a Public Hearing requirement in order to increase transparency. Mr. Holmes asked if there were any predicted adverse impacts to the current residents. Mr. Stone replied that more units would mean more fees paid into the Homeowner's Association. He noted that there had been many issues with selling the midrise units, and that approximately four (4) of the original units were still unsold. Mr. Moniz opined that this would be a major modification, noting that there would be a change in tax revenue.

Mr. Hardy made a motion to classify Amendment 2 as a major modification, with a Public Hearing, certified abutters' notice and newspaper advertising required. Ms. Cote seconded the motion. A discussion ensued. The Chairman inquired about the predicted change in assessed value. Mr. Stone replied that the units would be in the high \$600,000's or low \$700,000s adding that he was unsure of the value of the midrise units. Mr. Stone noted that the duplex units would have a heated area of approximately 3,100 square feet, and the cottages would contain approximately 1,800 square feet. Mr. Berlucchi noted that a reduction in units would mean sixty (60) less units of rubbish removal for the Town. Mr. Moniz stated that he would like to see the boundaries of the property staked, particularly along the railroad tracks. He expressed concern for incursion on the railroad right of way. The motion passed 7-0-1. Mr. Hardy, Ms. Cote, Ms. Eva, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion. Mr. Hughes abstained.

Ms. Michaud asked how she was to review the application for completeness, and which checklist should be used. Mr. Ruggiero stated that the Final Plan Checklist should be used, and that there would be no time clock in effect. Mr. Stone noted that construction on the three (3) approved buildings would begin in October 2013. They would start with two (2) buildings, unless the third was pre-sold and construction would take five (5) to five and a half (5.5) months. The Chairman suggested that the applicant should submit their plans for Amendment 2, and then a site walk would be scheduled. Mr. Ruggiero added that the applicant must submit a letter providing evidence that the applicant has legal authority to proceed.

3. Carlson Properties, LLC – Dan Carlson – 70 Mohawk Trail – Charlestown, RI 02813 – Three (3) Lot Minor Subdivision (Road Required) – Rural Residential Development – Final Plan Review – W/S Leger Lane – W/S Yellowfin Road – R-60 Zoning District – Plat 219 / Lot 620 – Minor Subdivision (Road Extension Required) – Leger Estates (Time Clock = 45 Days = 8/22/2013) Owner applicant Dan Carlson, attorney John Shekarchi and engineer Paul Carlson of Insite Engineering were present on behalf of the petition. Mr. P. Carlson stated that the shared driveway had been moved to the west as much as possible in accordance with past discussion. He also noted that the subdivision name had been changed to "Leger Estates" and the tree line had been added to the plans. Mr. P. Carlson stated that no Homeowner's Association was proposed.

Mr. Shekarchi stated that the private gravel road would be designated as a non-buildable fourth lot, in accordance with his discussions with Mr. Ruggiero. He stated that each lot owner would be responsible for one-third of the maintenance requirements. Mr. Ruggiero stated that this would prevent the roadway from becoming "orphaned" with no one responsible for it. Ms. Eva asked if this would create a substandard lot of record. Mr. Ruggiero stated that it was acceptable as it would be designated as "unbuildable" and recommended this course of action. Mr. Berlucchi stated that Lot 1 could not have access via Leger Lane, and must also use the private

roadway. Ms. Eva asked if there was a plan depicting the private road as “Lot 4”. Mr. Shekarchi replied in the negative. Ms. Eva opined that the Board could not vote on something that was not before them, and that the subdivision had also been advertised as a three-lot subdivision. Mr. Ruggiero stated that it would be proper for the Planning Board to act on the petition at this time, or they could ask the applicant to return with a revised plan. Mr. Shekarchi opined that the subdivision would still consist of three buildable lots adding that the applicant wanted to be a good neighbor.

Abutter Susan McCormack, 180 Leger Lane, inquired about the length of the private road and its connection to the private driveways. Mr. D. Carlson stated that the dimensions of the private road would not change. Mr. Shekarchi showed Mrs. McCormack his set of plans. Mr. P. Carlson stated that the tree screen would extend to the end of the private road. Mrs. McCormack asked if the tree line could be extended further to block the headlights coming from the new houses. Mr. D. Carlson stated that the tree line would be extended. A discussion ensued regarding landscaping.

Ms. Eva inquired about the size of new Lot 4 – the roadway. Mr. P. Carlson estimated it at approximately 6,000 square feet. Mr. Hardy stated that the applicant had met a number of times with the neighbors and opined that the applicant had made a good faith effort to work with the Planning Board and the neighbors. Mr. Holmes and Mr. Hardy both expressed a desire to move forward with the process. Ms. Eva stated that she would prefer to see the plan that would be recorded prior to issuing approval. The Chairman noted that an approval could be subject to final review by Mr. Ruggiero and the Administrative Officer.

Proposed surety was reviewed and discussed. An estimate of \$69,547.74 had been presented and approved by Commonwealth, the Board’s consulting engineer. Mr. Berlucchi stated that he also agreed with the amount. Mr. Moniz asked if the fire tank was included in the estimate and if not how much it would cost to install. Mr. P. Carlson replied that it was not included and that the cost would be approximately \$15,000 to \$17,000. Mr. Moniz opined that this must be included in the surety. The Chairman suggested that the tank cost could be rounded to \$20,000 and added to the estimate; with a total surety of \$90,000.

In accordance with Land Development and Subdivision Regulations Section 23-71 b., Mr. Hardy made a motion to set a performance guarantee (“surety”) amount of \$90,000, to be posted in the form of cash, letter of credit or bank book. Mr. Moniz seconded the motion. The motion passed unanimously. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Eva, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion.

Mr. Holmes made a motion to grant Final Plan Approval, with corrections as noted to be reviewed by the Solicitor (Mr. Ruggiero) and the Administrative Officer (Ms. Michaud). The corrections are as follows:

- No driveways may access the Leger Lane cul de sac directly. Lot 1’s driveway must connect to the new private gravel road.
- The private gravel road must be depicted as “Lot 4”, with a note that is not suitable for development.
- The final legal documents must be received and approved by legal counsel.
- The surety must be submitted in an acceptable form.

Mr. Moniz seconded the motion. The motion passed 7-1. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion. Ms. Eva was opposed to the motion.

4. Joseph Ruggiero – 1 Nyatt Point – Barrington, RI 02806 – Twelve (12) Lot Major Subdivision (Road Required) – Rural Residential Development – Final Plan Review – W/S North Brayton Road, North of Leger Lane – R-60 Zoning District – Plat 219 / Lot 144 – Abigail Estates Continued from June 4, 2013 – (Time Clock = 10/10/2013) – Preliminary Plan Approved May 3, 2013 Engineer Dan Aguiar of Sitec and owner / applicant Joseph Ruggiero were present on behalf of the petition. Mr. P. Ruggiero noted for the record that he was not related to Mr. J. Ruggiero.

Ms. Michaud noted that the outstanding item from the last meeting (June 4th) was the surety amount. An estimate of \$584,723.19 had been received and approved by Commonwealth, the Board's consulting engineer. Ms. Michaud noted that acceptable forms of surety include cash, letter of credit or bank book. Mr. Berlucchi asked if reinforced concrete pipe would be used. Mr. Aguiar replied in the affirmative.

Ms. Michaud noted that an escrow account for inspections by Commonwealth would be required. Mr. Berlucchi stated that some mechanism was needed to guarantee the construction quality for the future public improvements. He noted that the other option was requiring full-time inspections. A brief discussion ensued.

Mr. Hardy made a motion to require a performance guarantee ("surety") in the amount of \$585,000, to be posted in the form of cash, letter of credit or bank book. Mr. Moniz seconded the motion. The motion passed unanimously. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Eva, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion.

Mr. Moniz made a motion to require establishment of an escrow account in the amount of \$9,000 for inspections. Mr. Hardy seconded the motion. The motion passed unanimously. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Eva, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion.

The Chairman reviewed the Required Findings aloud: Land Development and Subdivision Regulations Section 23-45 a. (1-5). Mr. Hardy made a motion to make positive findings. Ms. Cote seconded the motion. The motion passed unanimously. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Eva, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion.

Mr. Hardy made a motion to grant Final Plan Approval, subject to receipt and approval (by Attorney Peter Ruggiero) of the final legal documents and receipt of the surety and escrow funds. Mr. Holmes seconded the motion. The motion passed unanimously. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Eva, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion.

5. Harkins Stafford Pond, LLC – c/o Harkins Development – 1907 East Main Road – Portsmouth, RI 02871 – Sixteen (16) Lot Major Subdivision (Roads Required) – Rural Residential Development – Preliminary Plan – Re-Advertised and Re-Noticed – Plat 216 / Lot 106 (Former: Map 4-9 / Block 113 / Card 103) – N/S Bulgarmarsh Road, West of Stafford Road – S/S Stafford Pond – R-60 Zoning District – Stafford Pond Watershed Protection Overlay District – Stafford View Farm (Time Clock Started 3/27/2012) Continued from June 4, 2013 (Time Clock = 09/15/2013)– Permit Status: RIDEM Wetlands Delineation Approved – RIDOT PAP Concept Approved – RIDEM Freshwater Wetlands and Water Quality Certificate Pending Engineer William Smith of Civil Engineering Concepts, owner / applicant Christopher Harkins of Harkins Stafford Pond, LLC and attorney Jeremiah Leary were present on behalf of the petition. Mr. Smith stated that the PAP (Physical Alteration Permit) was still pending, and would not be issued under the Town signed a maintenance agreement for the proposed sidewalk. He stated that a draft agreement had been forwarded to the Planning Board Office that day. Since a small portion of the work required RIDEM (Rhode Island Department of Environmental Management) freshwater wetlands approval and would be within the RIDOT (Rhode Island Department of Transportation) right of way, RIDOT must also sign off on the RIDEM wetlands permit application. Subdivision Suitability would be issued after the wetlands permit. Mr. Smith stated that all technical requirements had been met, and that the revised plan had been reviewed in person with Deidre Paiva of Commonwealth Engineers and Consultants. A common driveway had been adjusted and specimen trees were also called out for preservation.

Mr. Leary requested a Conditional Preliminary Plan Approval. Mr. Ruggiero required that this would require a waiver of checklist items. Mr. Leary stated that the applicant intended to start clearing the area of Luke Drive, and would need Soil Erosion and Sediment Control approval. Ms. Paiva noted that RIDEM approval would be required for clearing and grubbing (RIPDES). The Chairman noted that the Board had been burned in the past. Ms. Eva agreed, noting that this was a very environmentally sensitive area noting its proximity to Stafford Pond,

the source of the Town's drinking supply and the watershed. Mr. Leary stated that nothing would be done without review by the Planning Board Chairman and Administrative Officer.

Board members expressed concern with proceeding without RIDEM and RIDOT permits. Mr. Moniz made a motion to continue this item to the August 6, 2013 meeting. Ms. Eva seconded the motion. The motion passed unanimously. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Eva, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion.

6. Town Planner & Administrative Officer

A. Administrative Officer's Report Ms. Michaud's June report had been distributed.

B. Town Planner Items

1. Update: Challenge Grant Project Drafts reports were distributed to the Planning Board members for discussion at a future meeting.

2. Update: Stone Bridge Abutment Repairs A technical review meeting for the 30% design of the abutment repair project had been scheduled for July 24th at 9:00 A.M. at Town Hall. After technical review, a Stone Bridge Committee meeting would be scheduled

C. Miscellaneous

1. Planning Board Special Meeting – July 23, 2013 / Tiverton Crossings The Special Meeting and date were confirmed.

2. Town Council Wind Energy Workshop – July 29, 2013 The Town Council's workshop date was announced.

7. Tiverton Planning Board

A. Referred from Town Council: Request for Zoning Amendment – Audubon Society of RI – Revise Zoning Ordinance Article V. Dimensional Regulations, Section 1 – Note 1 to Include the OS (Open Space) Zoning District – Findings & Recommendation of the Town Council Lawrence Taft, Executive Director of the Audubon Society of RI (ASRI) was present on behalf of the petition. He explained that the ASRI was the owner of the Emile Reuker Wildlife Refuge on Seapowet Avenue, which was located within the Open Space Zoning District. He stated that the ASRI was seeking to reduce its liability by selling structures that are not critical to its mission. He noted that there is an existing dwelling on the property, which they currently rent out. Mr. Taft stated that the ASRI would continue to manage the refuge, however, the care of old houses was distracting to the mission of the organization adding that the funds from the sale of the house would be put back into the mission. It was noted that the house would continue to be a pre-existing non-conforming use. The ASRI property currently consists of three (3) lots of record, and an Administrative Subdivision would adjust the boundaries to allow for the sale of the house.

Ms. Michaud explained that when the ASRI first approached her for the requirements of subdivision, it had been determined that there were no dimensional requirements within the Open Space Zoning District. Without dimensional requirements, a subdivision could not be performed. The proposed change would make the dimensional requirements of the nearest residential district (R-80) applicable. Ms. Michaud noted that she had done a review of the Open Space parcels using the Tax Assessor's data and could find no other dwellings located in the Open Space District.

In accordance with Zoning Ordinance Article XIX Section 2 Mr. Hardy made a motion to make positive findings with regard to general consistency with the Comprehensive Community Plan and a demonstration of recognition and consideration of each of the applicable purposes of zoning. Mr. Holmes seconded the motion. The motion passed unanimously. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Eva, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion.

Based on positive findings, Mr. Hardy made a motion to make a positive recommendation to the Town Council for adoption of the proposed Zoning Ordinance Amendment. Mr. Hughes seconded the motion. The motion passed unanimously. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Eva, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion.

B. Legislation Pertaining to Planning & Development – Update / Status Ms. Michaud reviewed the recent legislation, as detailed in her June Administrative Officer’s Report. Subject of legislation included tolling of approvals, slopes, mobile homes, RIDEM jurisdiction and establishment of a notice registry.

C. Correspondence Correspondence was distributed which had been received from property owner Phyllis Peterson (Plat 307 / Lots 122 & 123) regarding amendments to the Land Development and Subdivision Regulations that were adopted in November, 2012. Ms. Peterson had questions regarding the amendments, specifically regarding impacts to property owners and the research behind the amendment. Mr. Hardy agreed to respond to the correspondence because he was the author of the amendment and had performed the background research.

D. Miscellaneous

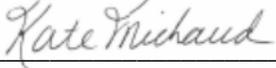
1. The Chairman noted that “Celebrate Tiverton” would be held on July 26, 27 and 28. The planned activities were reviewed.
2. The Chairman reminded the Board members to please address all applicants in a civil manner.

E. Approval of Minutes:

May 7, 2013 These minutes were not ready.

F. Adjournment: Mr. Holmes made a motion to adjourn. The motion was seconded by Mr. Hardy. The motion passed unanimously. Mr. Hughes, Mr. Hardy, Ms. Cote, Ms. Eva, Ms. Guimond, Mr. Holmes, Mr. Moniz and Mr. Saurette voted in favor of the motion. The meeting adjourned at 10:05 P.M.

(Italicized words represent corrections made on the approved date.)

Submitted by: 
Kate Michaud, Clerk

Approval Date: September 3, 2013