



GARDNERVILLE TOWN BOARD

Meeting Minutes

Linda Slater, Chairman
Lloyd Higuera, Vice Chairman
Mary Wenner, Board Member
Mike Philips, Board Member
Ken Miller, Board Member

1407 Highway 395 N.
Gardnerville, Nevada 89410
(p)775-782-7134 (f): 775-782-7135
www.gardnerville-nv.gov

Contact: Carol Louthan, Office Manager
Senior for any questions or additional
information. You may also view the
board packet online at the town's website.

Tuesday, February 4, 2014

4:30 p.m.

Gardnerville Town Hall

4:30 P.M. Chairman Slater called the meeting to order and made the determination a quorum is present.

PLEDGE OF ALLEGIANCE - Ken Miller led the Pledge of Allegiance.



FOR POSSIBLE ACTION: APPROVAL OF AGENDA, with public comment prior to Board action.

The Gardnerville Town Board reserves the right to take items in a different order to accomplish business in the most efficient manner.

Motion Higuera/Wenner to approve the agenda.

No public comment.

Upon call for the vote, motion carried unanimously.



FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

January 7, 2014 Regular Board meeting, with public comment prior to Board action.

Motion Higuera/Miller to approve the previous minutes.

No public comment.

Upon call for the vote, motion carried.



PUBLIC INTEREST COMMENTS (No Action)

This portion of the meeting is open to the public to speak on any topic not on the agenda and must be limited to 3 minutes. The Gardnerville Town Board is prohibited by law from taking immediate action on issues raised by the public that are not listed on the agenda.

No public comment.



CONSENT CALENDAR FOR POSSIBLE ACTION

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

Motion Higuera/Miller to approve the consent calendar.

- For Possible Action: Correspondence
Read and noted.**
- For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities
Motion to accept.**
- For Possible Action: Approve January 2014 claims
Motion to approve.**
- For Possible Action: Approve the recommendation to appoint Suzanne Carreau, to the Main Street Gardnerville Board**

Motion to approve.

No public comment.

Upon call for the vote, motion carried unanimously.

ADMINISTRATIVE AGENDA

(Any agenda items pulled from the Consent Calendar will be heard at this point)

5.  **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for January 2014.

Dorette Caldana reported for Paula Lochridge. Today Paula is partnering with the Chamber of Commerce. We are putting on a website development/engagement through social media. We are planning a retreat March 15th. Steve Lewis, with University of Nevada Cooperative Extension office, will be conducting and facilitating this. We will be reviewing our master plan, making sure it is in alignment with the county and the town. Since the Town of Minden is considering developing a Main Street program, we want to be at the forefront and want to make sure we are prepared and being productive in our Main Street efforts to assist them. The organization committee is working on the annual report. We will present the information from the annual report at a later board meeting. Carol Sandmeier will be doing her quarterly report later on to you. Paula and I did a presentation to the Basque Club. We have been looking for funding. It has taken almost three years for us to get funded for our Basque mural. They thought that was our main focus when we came to the meeting, which it was not. We are looking at a palota/fronon court. They seemed quite interested. They also said if we need future moneys for the mural they would be willing to provide that to us. They are looking at providing a member of their committee to do further research into the fronon court. We will not be doing the holiday bazaar this year. Most of the businesses that have participated are not our main street businesses. It's not really supporting what our focus is. It takes months to prepare for and our profits are low. Stephanie Waggoner and Paula will be attending the Main Street Conference held in Detroit May 18 to the 21st. Penny Lane is closing their clothing and accessories shop but they are keeping open the furniture consignment store. A new hot tub business is going in where Curves was. We did have a cash mob on February 1st. (The email from the owner of the cash mob focus was read.) The morning coffee meeting was attended by 11 people. No new items, just a good discussion group. Heritage Park workday is March 1. Next morning coffee will be on March 4th at Sharkey's.

Mr. Higuera asked where the mural is going.

Ms. Caldana responded the original location was on Battle Born. Carol Yparraguirre was supposed to get back to me. That was in September. With the Basque club's influence the owner of the Overland is now considering placing the mural there. We felt that would be the best spot for the mural. The other location was Sharkey's but we really felt like more of a heritage building would Battle Born or property having Basque ownership.

6.  **Not For Possible Action:** Presentation about the Nevada League of Cities and Municipalities, presented by Wes Henderson, Executive Director.

Chairman Slater read a summary of Mr. Henderson's background before becoming the executive director of Nevada League of Cities and Municipalities.

Mr. Wes Henderson, Nevada League of Cities and Municipalities Executive Director, thanked the Board for their membership and for allowing him to be here tonight. Mr. Henderson gave a power point presentation about the Nevada League of Cities and Municipalities.

7.  **For Possible Action:** Discussion to approve, continue or deny a Land Division Application (LDA 14-002) for Alta Consulting LTD., Mark Neuffer, a request for a tentative parcel map to subdivide 3.27 acres into 4 parcels, the smallest being 0.63 net acres. The subject property is located at 1144 Highway 395, within the GC (General Commercial) Zoning District within the Minden-Gardnerville Community plan (APN:1220-10-601-002); with public comment prior to Board action.

Mr. Mark Neuffer is here with Cecilia Hamilton, civil engineer for the project. We are here to answer any questions about the map.

Mr. Dallaire reviewed the project for the benefit of those present.

Cecilia Hamilton pointed out on the map for board members the drainage and traffic modifications they have made for the project.

Mr. Dallaire gave them the concerns that need to be addressed: pedestrian access and the floodway.

Mr. Dirk Goering, Douglas County Planning, has talked with Tom and Mark about the project. When it does come time for the project to develop they will have to do a design review. The town will have a chance to review it then. NDOT will look at it also. There was a traffic study and they have required a condition. It has to do with adding some improvements per NDOT requirements. There was a discussion about speed limit. After Wal Mart was built NDOT would look at this area after a year or so and then make a determination whether they need to lower the speed limit.

Mr. Higuera asked if they read the conditions on this. The recommendation is conditional approval based on the staff report.

Mr. Dallaire mentioned the conditions staff put on were the storm drain, the pedestrian access and reciprocating access on Riverview

Mr. Neuffer has submitted for the tentative map process only. I did read the concerns. We can't do anything about that today. We are just contracted to do a tentative parcel map. I will say I am a huge proponent of pedestrian access and linkages.

Mr. Dallaire would like to modify the letter to say "design review" not "improvement plans" before we send it to the county. The design review will be back in the future if they move forward with the project.

Chairman Slater called for public comment.

Mrs. Jeanne Lamb really appreciated his comment and observation. At one time I did work in engineering and I think this is a wonderful thing. My concern is, whenever I drive that way, is the traffic. I think this is a great idea but I am glad you insist that they need your approval. Thank you.

No further public comment.

Motion Miller/Higuera to conditionally approve the tentative parcel map for Alta Consulting Company, Mark Neuffer, to divide a 3.27 acre parcel into four parcels and approve staff conditions as outlined on page 7-2, including the design review. Motion carried unanimously.

8.  For Possible Action: Discussion to accept a report of tortious conduct claims per NRS 41.0385; with public comment prior to Board action.

Mrs. Amens reported our firm sent the board a letter, which is included in section eight. It basically summarized the Pool/Pact summary of tortious claims. There was only one, a property damage claim, which was paid in full. There is a requirement that we file this every year in February. This is your notification and with your approval we will file it after the meeting.

Mr. Higuera asked about the wrongful death on the claim.

Mrs. Amens explained there was no wrongful death claim.

Mr. Dallaire explained the property damage was John Scott's insurance sign. Our cost was the \$500 deductible.

No public comment.

Motion Wenner/Higuera to accept legal counsel's summary of claims for tortious conduct as required annually by the NRS 41.0385. Motion carried unanimously.

9.  For Possible Action: Approve Resolution No. 2014R-009 augmenting the Town of Gardnerville

budget for fiscal year 2013-2014; with public comment prior to Board action.

Mr. Dallaire stated this is the time of the year we augment the budget and add the funds that we didn't use from last year. Page 9-2 gives a summary of all the funds. We put it all into capital projects and the next item shows the distribution. The \$2200 in the Health & Sanitation miscellaneous revenue was the fireworks donations. We will augment those and show them as income. The capital projects was \$4,000. We received \$4,000 more than we anticipated before. The debt service we had an additional cost of \$200 that we didn't account for in the budget. So it went down. We will handle all the expenses in the next item.

No public comment.

Motion Higuera/Wenner to approve Resolution 2014R-009 augmenting the Town of Gardnerville's 2013/2014 fiscal year budget. Motion carried unanimously.

10.  For Possible Action: Approve budget transfers for fiscal year 2013/2014; with public comment prior to board action.

Mr. Dallaire explained the first sheet is a quarterly report from the county's finance department. The transfers on page 10-2, we are planning on transferring \$99,000, out of the \$218,000, to projects that we have done so far. The machinery and equipment is additional. We are hoping to buy a larger crack sealer from the City of Reno, and a sawcutting machine to work on the roads in Chichester.

Mr. Miller asked if they are required to put the crack sealer out to bid.

Mr. Dallaire thought they would just be able to buy it. With local government entities, I think we can just buy it.

Mr. Philips asked if we were clear with MGSD.

Mr. Dallaire responded the bill has been paid. We needed to transfer about \$1600 into that fund because we would be over budget. The benefits on the HSA part went up 26%. A lot of staff members jumped from HSA enhanced to HSA core and we needed to put in additional funds to cover the differences. Engineering, the \$17,000 is rolling forward. I spoke with Nichols Consulting about doing our PCI's (Pavement Condition Index) again. I would like to add the Valley Vision moneys and have some sort of conversation on how much we would like to transfer. We do have \$218,000 total. Of that, 106 of it is grant match funds like Kingslane. The projects moving forward from the 2013 budget are the NDOT match for the crosswalks, Hellwinkel, and the Martin Slough trail (the match for the grant we received from Land and Water Conservation). We are moving forward on the design. I submitted the 65 percent design plans. This year's projects that are left are the Kingslane match, Hellwinkel, sidewalk repairs and the Beneficial Designs contract (ADA compliance). The county is putting \$50,000 into the Valley Vision. I was thinking of \$20,000 into the fund. Then we would be able to use that for the Eagle Gas project and the S curve specifically. Next year we will propose some additional funds. As far as I understand the money will be in a separate fund for the Valley Vision and used for designated projects.

Chairman Slater asked where the \$20,000 would be accounted for: in the Town of Gardnerville's budget or a separate fund accessed by all three entities.

Mr. Dallaire understands each town and the county will have a separate fund for the Valley Vision specifically. Then we can use those funds for projects within the Valley Vision. The Board will be setting priorities next month on what projects we want done in downtown for the Valley Vision. Then we will meet with the managers and discuss the priorities and how we will go after funding.

Mr. Miller's impression is if we commit money it gives us the opportunity to get some Valley Vision money from the county towards our projects. If we don't commit we lose the opportunity.

Mr. Dallaire thought having Douglas County behind us on the S curve going to NDOT will be a little more impressive. The main project that is in the Valley Vision is the S curve, fixing Douglas Avenue's intersection with Highway 395. Giving NDOT the right-of-way for fixing the curve for the trucks will be huge for downtown.

Chairman Slater called for public comment.

Mr. Mark Sterling wondered what TAP stood for.

Mr. Dallaire explained the Transportation Alternatives Program.

No further public comment.

Motion Higuera/Wenner to approve the budget transfers for fiscal year 2013/2014 budget adding \$20,000 for Valley Vision projects. Motion carried unanimously.

11.  **For Possible Action:** Discuss and receive a status report on the Eagle Gas Station Redevelopment Project; and approve a contract with McGinley and Associates for additional clean-up activities at the former Eagle Gas Station site located at 1395 Highway 395 North (APN 1320-33-402-075) and authorize the town manager to sign the contract. Due to the spill from the underground heating oil tank, the Nevada Division of Environmental Protection (NDEP) has recommended complete eligibility for reimbursement from the State of Nevada Petroleum Fund for the clean-up, up to a maximum of \$250,000 and a deductible cost to the town of only \$250; with public comment prior to board action.

Mr. Dallaire reviewed what has happened up to now. This contract is open ended, but it is a spill and we don't know how much time or effort is involved. They have \$250,000 for the first round of the petroleum fund. There is an alternative to add an additional \$250,000 in the application. It will cost us an additional \$250. We have submitted the claim already from McGinley for the work that has already been done above and beyond the Brownsfield funding. That is going to the board March 12th. We will be up there at that meeting presenting our case and thanking them. As soon as we sign the contract they can start. It is a time and materials contract. We don't pay them until we get reimbursed. It will be costly removing the material and hauling it out to Mustang, Nevada. I did meet with the adjacent property owners. They were supportive of it.

Mrs. Lamb believed the board is doing a great job. Mr. Dallaire is incredible.

Mr. Dallaire will present the application to NDOT in March.

No public comment.

Motion Higuera/Wenner to approve the continuation of cleanup activities associated with the redevelopment of the Eagle Gas station site, including contractual services with McGinley and Associates, which will be reimbursed by the State of Nevada Petroleum fund less the \$250 deductible. Motion carried unanimously.

12.  **For Possible Action:** Discussion to: A.) Approve the quitclaim containing 86 square feet of the former Eagle Gas property (APN: 1320-33-402-075) to Douglas County for purposes of the Mission Street right of way, located at the intersection of Mission Street and Highway 395, authorizing the Town Manager to sign the documents, and;

Mr. Dallaire reported on the record of survey Linda Biaggi (RO Anderson Engineering) uncovered a little triangle. The triangular piece was dedicated to the town, not the county, and they missed a section of the radius. We are trying to clean that up. We are quitclaiming it to the county. The DA may want to change some things so that's why I wanted the board to approve the town manager signing the documents. The county engineer was open to accepting it. I have not heard anything from Doug Ritchie.

No public comment.

Motion Higuera/Miller to approve the quitclaim containing 86 square feet of the former Eagle Gas station property APN 1320-33-402-075 to Douglas County for purposes of the Mission Street right-of-way located at the intersection of Mission Street and Highway 395 and authorizing the town manager to execute the document. Motion carried unanimously.

B.) Approve quitclaim of 366 square feet, previously dedicated right-of-way in Book Z, Page 353, Document Number 7725, to be dedicated to Douglas County, authorizing the Town Manager to sign the

documents; with public comment prior to Board action.

Motion Miller/Higuera to approve the quitclaim of 366 square feet previously dedicated right-of-way in Book Z, Page 353 Document Number 7725 to be dedicated to Douglas County and authorizing the town manager to execute the document. Motion carried unanimously.

13.  **For Possible Action: Approve acquiring fee title to a 0.13 acre parcel, APN: 1220-03-210-015, (a remaining vacant Arbor Gardens development parcel) where the United States Postal Service mail box cluster is located, currently owned by Syncon Homes, and authorize the Chairman of the Town Board to sign the documents; with public comment prior to Board action.**

Mrs. Amens is hoping these are final documents to be executed by Syncon. Based on comments made last month we made the letter from Syncon part of the recording. It will actually be recorded in the county recorder's office in terms of what we are trying to do. We will have to have them execute it before the chairman signs it. We did work with the county recorder to make sure it is correct.

Mr. Dallaire will try to get an Eagle Scout project out there. It is a bus stop also. We will put some benches, a trash receptacle and add trees. The parcel is 5,816 square feet.

Mr. Miller asked if they could get a used ski gondola out there.

Chairman Slater didn't want to spend money on that.

Mr. Miller thought the school district or ski resort would give them away for that purpose.

No public comment.

Motion Higuera/Wenner to approve acquiring fee title to a 0.13 acre parcel, APN 1220-03-210-015 containing a remaining vacant Arbor Garden's development parcel. Motion carried unanimously.

14.  **For Possible Action: Discussion on the current building use policy and provide direction to staff on possibly revising the policy to update the use terms and fees associated with the public use of the Town Hall Building, located at 1407 Highway 395 N, APN: 1320-34-402-031; with public comment prior to Board action.**

Chairman Slater asked to put this on the agenda after realizing this is a town policy and as such should be discussed by the full board.

Mr. Dallaire explained the Lions Club was going to use the building tomorrow night. They cancelled. We are working on Eagle Gas. It will be a while before that will be finished. That would be a meeting room/visitor's center that could be open to the public. It is difficult to have other groups in here while we are working. With that we would propose to redo this whole building policy. We can wait to revise the policy until after we get the building done and it is open or we can do it now. We could just exclude it or cancel it for now. It is difficult to have staff down here if we are going to rent this out.

Chairman Slater felt the fee of \$15 an hour doesn't cover it. We should not be subsidizing someone using our facility.

Mr. Higuera had never had the opportunity to read the policy. It is a good policy. When you say a town employee will be on site I don't think anything will happen. It also mentions locking the file cabinets.

Mr. Dallaire advised all of the file cabinets are locked every night.

Mr. Miller asked who has access to unlock the building.

Mr. Dallaire answered not all staff have a key to the door. Craig would be the closest one to do that or Marie, Carol, Geoffrey Paula or I. Usually it is Main Street using it and she has a key and is here to lock up.

Mr. Philips thought in the past all the board members were given keys.

Chairman Slater asked if town staff is following our policies. Are we having proof of liability insurance?

Mr. Dallaire explained we get that from the Lions Club. Those are the only people who have ever used this facility that I am aware of. Tom Cook was on the town board at that time and he was the one that was here. It's not happening now. I was planning on being here Wednesday, working in the back until they go home. The only other request was from the Kingslane HOA to see if they could use the room.

Mr. Higuera thought they should keep the policy and when they open the new facility then readdress and redo it.

Mr. Dallaire would like to keep the same thing. They could check out a key for the gas building. We would require a deposit. I was thinking \$50 an hour. That would pay for the time and a half, benefits and everything else we are paying. A cleaning deposit of \$50 seems reasonable. Proof of liability is always required. We could change this policy to the other building once it is done and leave this building out. We don't need the exceptions to the jail with 20-30 Club. The maintenance facility we would never rent out. The only other building that we might add would be the barn once that is rebuilt.

Mrs. Amens added you do want to make sure the policies are going to be in line. When you do get Eagle Gas set up it will be a public forum and if you advertise people can use it you will want to make sure some of these other buildings and this one are classified as closed buildings so there won't be any issues come up. I would just say when you open something up a little more look at that and make sure.

Mr. Dallaire asked if we should change it now, get this off the books altogether or leave it until the gas station property is up and running.

Mrs. Amens thought what you have here and the way it is being used is, at least from our standpoint, good.

Chairman Slater agreed they need to change the hourly rate and change the lock access.

Mr. Dallaire would add checking out a key for the gas station property. Or if someone rents the barn they would check out a key. It is similar to what we do at the park.

Chairman Slater reviewed the only change you want to make at this time to this policy is the hourly rate. Change it from \$15 to \$50.

Mr. Dallaire added the cleaning deposit would be \$50 with a one hour minimum,

Chairman Slater asked if staff was still going to allow them to come in during the day. Just leave that in until such time as the other facility is complete and then we can put our comments in and do one clean sweep.

Mr. Dallaire will modify the policy now with the costs and then we will change the whole thing and bring it back when the gas station site is done as a new document with all these exclusions.

No public comment.

Motion Higuera/Wenner to update the town use policy with two changes: 1. \$50 an hour minimum fee for cleaning and 2. \$50 hourly rate for renting the facility. Motion carried unanimously.

15.  **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for January 2014.**

Mrs. Amens reported in addition to some of the regular monitoring of Sharkey's, we already talked about the claim summary, the Arbor Gardens/Syncon Homes quitclaim and the two right of way quitclaims. Tom and I worked on the interlocal agreement between the county and the town and some language options. I don't know that is done yet but we have made some progress. We reviewed the McGinley and Associates contract and was able to provide some input as well as some work on the vision plan and the past claim on the sewer district with Eagle Gas. I'm also scheduled for the training. I am looking forward to that.

16.  **Not For Possible Action: Discussion on the Town Manager/Engineer's Monthly Report of activities for January 2014.**

Mr. Miller asked if Christine or Steve had gotten back to him on the cost allocation.

Mr. Dallaire talked about it at the breakfast meeting. I don't know what they are doing. Debra has come up with a new version.

Mrs. Amens reviewed there was a discussion at the last meeting about having some kind of way of making sure both sides were providing the services they agreed to provide before you go to termination. What wasn't listed in the interlocal agreement was all the services the town provided. It would be clearer what the town is providing to the county if it was listed out in the same format they had used and then have a paragraph that actually talked about an interim step between termination and ways that we can make sure the service is the same. The problem is it's all different kinds of activities so it is hard to have a measurement. It still needs some work.

Mr. Dallaire explained after the breakfast meeting I sent out the spreadsheet to Steve Mokrohisky and to Lee Bonner.

Mr. Higuera added when we brought up the spreadsheet they looked at us like we were speaking in a foreign language. I thought Tom did a beautiful job of all the services the town provides and what the county provides. It really should be a wash.

Mr. Dallaire continued the Gardnerville residents pay the county for the general fund services already. So is this in addition to that? Steve is just on the bandwagon this is cost allocation and that we are like a GID. I have a meeting with John Lafrano next Tuesday to discuss his budget and how he splits out his people with the water and sewer. I don't know how they can charge for those kinds of services when it is required by the state.

Mr. Higuera stated Steve was even willing to go as far as saying if we would sign the agreement the county would charge us nothing for the first year and then 10%, 20% and so on.

Mr. Dallaire changed the enterprise fund would pay 100 percent. The problem is the admin fund. We were created by the county to maintain the parks and streets. Street lights weren't even part of the agreement before and we are spending \$80,000 on those a year. We also maintain storm drains. Now we have three regional detention ponds that we maintain to a park like standard. The one on Stodick you can look at what the county standard used to be and this is what the new town standard is. It is a drastic difference between the two and it looks great. People can use it. If that's not a benefit to the county then why are we here? I got a little passionate about it but Steve kept comparing us to a GID.

Chairman Slater asked about item #7 on the interlocal agreement.

Mrs. Amens was concerned about that too. If there was a decision not to provide a service then you can walk away from everything.

Chairman Slater stated if you go on to page 4 it repeats itself at the top of the next page. Then there is another section that I couldn't figure out what it says. If you can't understand what it means it shouldn't be in here.

Mrs. Amens thought it would help to accept the changes and start over. It was getting a little bit difficult to straighten things out.

Mr. Dallaire commented by the end of the meeting Steve was saying if we contribute to the valley vision that would be comparable.

Chairman Slater questioned according to NRS they are supposed to be doing a certain state audit. Maybe they do have the ability to tack on an administrative fee but I think that should be addressed.

Mr. Dallaire believed that is part of what the taxpayers pay. They pay 83 cents into the general fund to the county and what services do you get back. When you look at the spreadsheet it is not just police and judicial. But the other

40 percent goes into engineering, building, design, planning and all of the county manager departments. I didn't take into account, and this is my argument for us as being not a GRID, we can't charge a fee for anything that we do, whereas GRID, Indian Hills, East Fork Fire, and the sheriff can. So they have income above and beyond what we can get out of our tax revenue.

Chairman Slater didn't feel the county realizes what a service the town does for the residents and for Douglas County.

Mr. Dallaire pointed out the county is under the impression we are taking a portion of their tax rate away. That is not the case. They have a maxed tax rate of 3.66 in four areas, two are in the towns.

I didn't have on the list about the July 4th event. We would like to partner with the American Cancer Society on the run. It sounds like it would be a huge help. It would still be the Freedom 5K and then they will share the proceeds.

Chairman Slater asked if there were any funds that will be going into the fireworks for 2014. Any activities planned?

Mr. Higuera clarified for fundraising. We need something to engage the public.

Mr. Dallaire was asked at the 2013 Kickoff if we had a donation jar.

Mr. Higuera asked about Eagle Gas site. I would like the board to think about what we can actually call that. We need to come up with a name.

Mr. Philips suggested putting it in the newsletter to ask for recommendations for the site.

Mr. Dallaire has been approached by Jeff Foltz to give Mathias back to the county for maintenance. We will bring that to you next month.

17.  For Possible Action: Discussion on holding the April Town Board meeting on an alternate day from the regularly scheduled meeting on April 1, 2014; with public comment prior to board action.

Chairman Slater asked to consider this. I don't know that we want to hold a meeting on April Fool's Day and I don't want to miss two meetings in a row.

It is fine with Ms. Wenner.

Mr. Miller does have a problem. If we start changing board meetings because a board member can't be here it might set a policy. The following week is the week of my daughter's wedding in the bay area and she might want to call me with changes. That week is a problem for me.

Mr. Dallaire has a state contracting class on Wednesday, Thursday and Friday. My class ends at 4:30.

Board members suggested the 2nd of April.

Chairman Slater would normally not ask the meeting be changed, but this is budget.

Ms. Wenner might have to work election night and that is the first Tuesday of November. So I may not be at that meeting.

Mr. Miller asked if the agenda for April reflects Mr. Dallaire's review.

Mr. Dallaire has it on the agenda. I am modifying the form slightly. I will hand it out in the packet, with the packet or I can send it out digitally.

Mr. Higuera suggested sending it electronically so there is a little more time.

Mr. Dallaire will change the board meeting for April to the 2nd at 5:30 p.m.

No public comment.

Motion Higuera/Wenner to approve moving the April 1st meeting to April 2nd at 5:30 p.m. Motion carried unanimously.

Mr. Dallaire reminded board members training is on February 19th at 10:00 a.m. at East Fork Fire Emergency Operations Center. Mimi is coming first to do the land use planning and we are hoping the other boards will attend. We will have Debra coming to do the open meeting law training.

Meeting adjourned 6:47 p.m.

Respectfully submitted,

Lloyd Higuera
Vice-Chairman

Tom Dallaire
Town Manager