

**St. Albans City Council  
Minutes of Meeting  
Monday, December 14, 2015  
City Hall, Auditorium**

A regular meeting of the St. Albans City Council was held on Monday, December 14, 2015, at 6:30 pm in the City Hall Auditorium.

**Council Present:** Mayor Elizabeth Gamache, Aldermen: Tim Hawkins, Scott Corrigan & Chad Spooner and Alderwomen Tammi DiFranco & Kate Laddison.

**Council Absent:** Alderman Jim Pelkey (present for Executive Session only).

**Staff Present:** Dominic Cloud, City Manager; Chip Sawyer, Director of Planning & Development; Tom Leitz, Director of Administration; Sue Krupp, City Clerk & Treasurer and Marty Manahan, Director of Business Development.

**Visitors:** See attached sign-in sheet.

1. Executive Session.

- a. Purpose: to discuss Town water and wastewater issues.
- b. Motion 1: Premature disclosure of above matters could compromise the City (D&V).
- c. Motion 2: To enter Executive Session for purpose of discussing litigation and/or contract negotiations (D&V).

**A motion was made by Alderman Spooner; seconded by Alderman Pelkey to discuss Town water and wastewater issues to which the City is a party and which premature public disclosure would compromise the City. Vote was unanimous, 7-0.**

**A motion was made by Alderman Spooner; seconded by Alderman Pelkey to enter Executive Session at 5:45 pm for purpose of discussing litigation and/or contract negotiations. Vote was unanimous, 7-0.**

**A motion was made by Alderman Spooner; seconded by Alderman Pelkey to exit executive session at 6:22 pm. Vote was unanimous, 7-0.**

2. Convene Open Session with Pledge of Allegiance.

Mayor Gamache opened the regular meeting and led the pledge of allegiance at 6:36 pm. Mayor Gamache stated that agenda item # 7 would be tabled for a future meeting.

3. Public Comment.

No public comment was made.

4. Mayor's Report

- a. Recognition of Chris Dermody for service to the City of St. Albans.

Mayor Gamache thanked Mr. Dermody for his service leading the Planning Commission and Design Advisory Board over the years. Mr. Dermody has overseen work during some of the most dynamic times the community has seen and is owed a tremendous amount of gratitude. Mayor Gamache thanked him for being a part of leading our community forward over the last few years. She acknowledged that Mr. Dermody has chosen not to seek another term and wished him well. Mr. Dermody thanked Mayor Gamache and council for all their hard work. He noted that the City is in

great shape; the Planning Commission has the housing study set up and is in good hands with the direction of Chip Sawyer.

- b. Consider Appointment of Gary Taylor as Deputy Town Health Officer (3-year term expiring 11/30/18) (D&V).

**A motion was made by Alderman Corrigan; seconded by Alderman Spooner to appoint Gary Taylor as Deputy Town Health Officer with term expiring 11/30/18.** Mr. Spooner asked why this role was switching from Captain Matt Mulheron to Gary Taylor. Mr. Cloud responded that Captain Mulheron is the Health Officer and Chief Taylor is the Deputy. **Vote was unanimous, 6-0.**

5. Board Appointments.

- a. Consideration of Judith Leonard, Owen Manahan and Rebecca Pfeiffer for DRB.

Mayor Gamache welcomed the candidates and thanked them for their willingness to volunteer and serve the community. Ms. Gamache explained that she would be asking each candidate a series of questions and council may make appointment during Deliberative Session at the end of the meeting.

Mayor Gamache proceeded to ask each candidate the following questions:

- Please introduce yourself and explain what has motivated you to apply and serve on the DRB.
- What experiences in your background have influenced your desire to serve on this board?
- What contributions do you think you will make to the board?
- What are the qualities of a successful Development Review Board?
- What is your vision for the DRB?

Judith Leonard

1. She moved to the City in 2012 from New Jersey and was a special education teacher for 37 years. She has been reading about the Hotel project and would love to share her ideas and point of view.
2. She has served on education committees in the past and has experience with research and multi-tasking.
3. She has the ability to analyze situation and not jump to rash decisions. She was impressed with changes made at the last meeting to the exterior of the proposed hotel and finds the work that the DRB does to be very interesting.
4. She is very impressed with the way the City has grown and uses different parts of the City such as Taylor Park. There is a community spirit that is catchy and agreed that working as a team is important even when all parties do not agree.
5. Creating a City that is accessible to everyone; would like to preserve the beauty of the City and continue to do what the board is doing.

Owen Manahan

1. He grew up in St. Albans Town and moved to the City in 2010. He has served two full terms on the DRB and most recently as an Alternate. He wanted to get involved in the community and has enjoyed the work that he's been a part of thus far.
2. Previous jobs he's had involved reading plans and blueprints and was a natural fit for the DRB.
3. He is a good communicator, able to listen, not intimidating to applicants, able to communicate well with engineers and/or someone that doesn't have a good sense of what is required.
4. You must maintain a certain level of professionalism, stay on task, stay within the regulations and work with applicants by creating a set of guidelines.
5. His vision is a group of citizens that helps facilitate growth in a responsible way and move projects forward in a way that is within the scope of what the City and the residents want it to be. It is important to be open and allow for discussions and open communication.

Rebecca Pfeiffer

1. She has been on the DRB since 2012, initially elected as an Alternate, and is currently serving as Vice Chair. She has lived in the City since 2009 and enjoys serving on the board. She currently works in the Agency of Natural Resources for the State of Vermont. She has had an interest in science and building and currently helps communities review development proposals and applications in her position with the State. She also helps communities with planning services and follows permitting and by-law guidelines which is similar to what the DRB does.
2. Same as above.
3. Her background is a big plus with the ability to review plans and her background in environmental sciences and has allowed some familiarity with stormwater and Act 250 permitting. She has worked with people on sites with anything from hand drawn sketches to large master plans and is able to help applicants determine what it is they need to do. She is very flexible.
4. She believes the board works well together as a team even when members disagree. She helps to run a tight meeting that doesn't wander off track which is helpful to applicants that are new to the process. A successful board must be able to make decisions based on the regulations.
5. Continue to provide feedback to the Planning Commission on the Land Development Regulations. She recommended having more alternates to the board to add to the depth of the board and continue to grow in a way that is consistent with the vision for the Downtown.

Mr. Hawkins asked Mr. Sawyer how many people are on the DRB now. He responded that there are 5 full seats, 4 of which are filled. There is also a term expiring at the end of this year. He added that the maximum number of seats by State Statute is 7 members. Mr. Hawkins asked Mr. Sawyer if he is making a recommendation to increase the number of board members. Mr. Sawyer responded negatively and explained that he was just giving council the option. Mr. Hawkins asked Mr. Sawyer if there is a problem on the DRB that necessitates extra members on the DRB. Mr. Sawyer responded negatively.

- b. Extension of Jackie DesLauriers' term on PC and DRB until January 30, 2016 to give her time to appear before Council (D&V).

**A motion was made by Alderman Spooner; seconded by Alderman Corrigan to extend Jackie DesLauriers' term on PC and DRB until January 30, 2016 to allow her time to appear before Council.** Mr. Hawkins asked how council could make appointments to the DRB tonight without Jackie being present. Mr. Cloud asked Mr. Sawyer if Jackie is seeking to move from an Alternate to a full board member. Mr. Sawyer stated that he was not sure but there are technically two open seats for fulltime members as well as two open seats for Alternates. Mr. Hawkins stressed that in the future applicants should do their best to attend the interviews to be considered. **Vote was unanimous, 6-0.**

6. Presentation of Resolutions from the Planning Commission, Chris Dermody.

- a. Resolution urging City Council to adopt ordinance that more directly protects City greenbelts.  
Mr. Dermody stated that the Planning Commission resolves to urge that the City Council adopt an ordinance to protect greenbelts in the City.
- b. Resolution urging City Council to adopt a policy for replacement of City trees when removed.  
Mr. Dermody stated that the Planning Commission resolves to urge that the City Council adopt a policy for replacing City trees when they are removed. Mr. Hawkins asked if this pertains to City trees on City property. Mr. Dermody responded affirmatively. Mr. Cloud stated that the policy would include greenbelt trees. Mr. Dermody recommended that if council has ideas for the direction of trees, the Planning Commission could start working on it and put time into a public hearing. He

acknowledged that Mr. Sawyer and Mr. Comfort are currently working on a tree study. Mayor Gamache thanked Mr. Dermody for his recommendations.

Mr. Dermody noted the housing study that was recently introduced and asked if there was a way to have an arbitrator to sit down with landlord/tenants to help facilitate the situations brought up in the study. Mayor Gamache noted that the Restorative Justice Center might be a good resource.

7. St. Albans Museum Annual Update, Alex Lehning, Executive Director.

Item was tabled for a future meeting. Mr. Lehning was unable to attend.

8. Second Reading: Repeal of ordinance requiring downtown business owners to shovel sidewalks.

a. Overview of ordinance change, Chip Sawyer.

Mr. Sawyer recapped that since at least 1997, the City ordinances required property owners in the business district to remove all snow and ice in the sidewalks abutting their properties. He noted that many property owners do a really good job clearing snow while others are understandably busy and can't do as good of a job which results in a piecemeal clearing of the sidewalks. Mr. Sawyer added that the Public Works Department has made the clearing of the downtown sidewalks a higher priority in the last few years. The current ordinance requirement is sometimes interpreted by property owners as creating a liability on their part. Some property owners have implemented salting and snow clearing piling methods which can be detrimental to sight lines, the street trees and the state of the sidewalk itself. Mr. Sawyer stated that staff believes it can create a situation that removes this burden from the property owners and would give the City a more direct ability to tell property owners that if they want to clear the sidewalks abutting their properties, they must do so by following certain guidelines. Mr. Sawyer added that the proposal received a unanimous vote of support from the Downtown Board last month and if approved, Section 4304 would be removed altogether from the ordinances.

b. Public Hearing on proposal.

There was no public input.

c. Council to consider motion approving changes to ordinances requiring downtown business owners to shovel sidewalks (D&V).

**A motion was made by Alderman Spooner; seconded by Alderman Hawkins to approve changes to ordinance requiring downtown business owners to shovel sidewalks as presented. Vote was unanimous, 6-0.**

**A motion was made by Alderman Hawkins; seconded by Alderman Spooner to proceed to agenda item # 10. Vote was unanimous, 6-0.**

Mayor Gamache realized a representative from Cross Consulting was not yet present for agenda item # 10. **A motion was made by Alderman Hawkins; seconded by Alderman Spooner to proceed to agenda item # 11.a. Vote was unanimous, 6-0.**

9. Second Reading and consideration of adoption of an ordinance regulating alcohol licenses.

a. Overview of ordinance, Colin McNeil, City Attorney.

Mr. McNeil explained that the goal was to codify what the City is already doing in the Ordinance and insert the steps that the local control commission would do in reviewing a license upon renewal, granting a license and determining how to deal with violations. Mr. McNeil stated that the proposed ordinance outlines how the application procedure will follow when applying for a liquor license, what criteria will be looked at to determine whether a license will or will not be granted and the conditions of the license. The ordinance also requires liquor liability for every licensee. Low-Volume Alcohol Vendors must maintain appropriate liability coverage including, but not limited to, liquor liability

insurance coverage in an amount not less than \$250,000 per occurrence and High-Volume Alcohol Vendors must maintain the same coverage in an amount not less than \$500,000 per occurrence. Mr. McNeil added that the local commission would have leeway in raising or lower those limits based on compliance. The ordinance also classifies three categories for violations of the ordinance; Class A, B and C violations based on the seriousness of the violation.

Mr. Hawkins asked Mr. McNeil if subsection 2.J. of Section 108 should exist when Section 110 states the same thing. Mr. McNeil agreed that it was duplicative but outlines that it's a requirement of the ordinance and also is a standard condition. Mr. Hawkins also noted subsection 2. (b). of Section 108 which states that "any license may be suspended or revoked at any time by the Commission for cause..." and further states that "no revocation shall be made by the Commission until the licensee shall be notified and be given a hearing before the State of Vermont Liquor Control Board...". Mr. McNeil responded that it essentially follows the case laws as the statutes have been interpreted by the Vermont Supreme Court. Mr. Hawkins stated that revocation and non-issuance of a license then mean two different things. Mr. McNeil responded affirmatively.

b. Public Hearing on Proposal.

Mr. Arsenault, owner of the Beverage Mart, asked if it's correct that the City Police will conduct stings of license holders. Mr. McNeil responded that under the current statute, the City Police have the authority to do that already. Mr. Cloud asked Mr. Arsenault if he is concerned about the overall level of enforcement being increased. Mr. Arsenault responded affirmatively. Mr. Hawkins stated that he doesn't think the initiation of the ordinance contemplated any increased amount of enforcement but rather the ability to have enforcement by the City's own local enforcement officers. Mr. Hawkins stated that if Mr. Arsenault continues to do the right thing, he shouldn't have a problem. Mr. Arsenault stated that he feels this is double jeopardy because now the State, the local enforcement and the feds can come after his livelihood.

Mr. Boudreau of JW Ryan's stated that the ordinance is worrisome; right now they deal with one liquor enforcement officer that handles things in a consistent manner. He asked what's stopping the board from more aggressively enforcing the ordinance and asked what training would go into effect so every officer handles enforcement of the ordinance the same way. Mr. Hawkins stated that it is the local board's right to enforce areas that are high risk and want the ability to address issues locally if they can. He added that the City has a very professional Police Department and will be just as consistent as the State Liquor Control Board.

Danielle from the Karib stated that she was personally told by a newer State investigator that the State liquor laws can be interpreted in many different ways. She stated that there are some discrepancies between the State and City laws in terms of what license holder's responsibilities are. She expressed her frustration and feels that the license holders are not taken seriously by the City.

Mr. Boudreau acknowledged the great work by the City Police Department but asked what is going to go into effect so that every officer enforces the ordinance in a uniform manner and asked what type of training would go into place.

Mayor Gamache noted that the City Council has been working on the ordinance change for three years, engaging with business owners and implementing much of the feedback from local businesses into the proposed ordinance. She asked the public if there was something specific in the ordinance itself that they disagreed with. Mr. Arsenault agreed that the State liquor investigators interpret the law differently and stated that he doesn't believe their concerns are being heard. Danielle asked if the City Police Department will feel more empowered to enforce the ordinance if it passes. Danielle stated that she looks to the City Council to ensure that the enforcement of the City Police Department is consistent so she can do her job right and not have her livelihood on the line.

Mr. Boudreau stated that there is a whole State agency that the license holders have to deal with and commented on how difficult it will become if they have to learn shift by shift, how the local officers will enforce the law.

c. Council to consider motion approving change to ordinance regulating alcohol licenses (D&V).

**A motion was made by Alderman Hawkins; seconded by Alderman Spooner to approve change to liquor ordinance regulating alcohol licenses.** Mr. Spooner asked if Chief Taylor has mentioned anything about handling enforcement. Mr. Cloud recalled that one of the driving factors for creating this ordinance change was due to the tremendous amount of responsibility that lies on the local liquor control board when issuing licenses and not having the information needed to responsibly issue those licenses in return. The goal was to get some controls up, establish some baseline sets of expectations and have the ability to hold people accountable. Mr. Cloud further commented that the purpose wasn't to increase enforcement but was to do a better job at the business the City is already in. Mr. Cloud welcomed a conversation by anyone who is worried about the way they are being treated by the officers. Mr. Hawkins recalled the many instances where a license holder came to the board with a 3<sup>rd</sup> or 4<sup>th</sup> offense including failing to name an officer on their application or for a similarly minor offense of that nature and the board couldn't do anything because they had to follow the State liquor laws. He further stated that if a business is going to sell alcohol in the City, they need to ensure that they are held liable for their actions and is the very reason for implementing the liquor liability insurance. Mr. Hawkins added that the board received a lot of input from the State, the City Police Department and the public at multiple liquor control meetings held over several years to form the ordinance proposed. The ordinance will be treated the same way any other City ordinance is treated and believes the locality needs to have control in the dangerous business of selling alcohol.

**Vote was unanimous, 6-0.**

10. Request for Water and Wastewater Service from Northwestern Medical Center.

Alderwoman Kate Laddison recused herself from the discussion.

a. Overview of Process, Mayor Gamache.

Mayor Gamache explained that Council will review a request for water/wastewater service from Northwestern Medical Center and provided an outline for the hearing process.

b. Presentation of Project and Request for Allocation, NMC.

Jonathan Billings, VP of Planning and Community Relations at NMC, introduced himself. Dereck Woolridge of Cross Consulting Engineers, also introduced himself. Mr. Billings presented the power point presentation outlining the plan for the hospital that was presented in October and November at several community hearings. In the mid 1980's, the community had just decided to keep a hospital in St. Albans. Since then, the campus expanded dramatically. Mr. Billings outlined the driving factors in the healthcare environment which focus on efficiency. Demographically, Vermont grows at a very small rate but the growth in Franklin County is almost exclusively in the 65-75 year old range which means an increase in demand for healthcare. The uncertainty of healthcare reform requires flexibility to adapt to uncertain volumes and shifts between inpatient care and outpatient care. The new approach of integrating care through the Vermont blueprint for health call on physicians and providers to work much more closely together than ever before. The hospital is seeing emerging challenges that weaken the integration of its community system and the ability to be nimble. The hospital's aging physical plant is not designed for outpatient care and not up to national standards for inpatient care. NMC's board has anticipated the need for change and has prudently positioned NMC to financially invest in this project now. This plan is built into the last two strategic plans for the hospital with the goal of containing the rising costs of healthcare at the forefront.

Mr. Billings proceeded to address areas of concern. The facility is 59% older than the State average. This project will position the hospital to provide exceptional care and meet standards. Semi-private inpatient rooms raise concerns regarding infection control and privacy while undermining efforts to maximize patient satisfaction. The current lobby creates confusion for visitors due to decentralized registration areas. Interim space at the back of the hospital campus cannot meet the demands for care, creating confusion and impeding easy access. The goal is to bring primary care and urgent care to the front of the campus to make the affordable choice, the easy choice. Inadequate space for medical clinics hampers efforts to efficiently improve access to needed preventive care, creating migration to the south. Scattered physician practices creates inefficiency and impedes the creation of one standard of care. The campus building does not provide flexibility for future growth. Mr. Billings proceeded to present a diagram of the current campus layout.

There are three components of the proposed plan; Inpatient component, registration component and outpatient services component. In addition, the Green Mountain Care board approved a build-out of a shelled second floor for future growth. Mr. Billings proceeded to display a diagram of the proposed space which will create a huge advance in infection control and privacy. Mr. Billings explained that the exterior of the buildings would integrate with the neighborhood that surrounds the campus.

NMC is currently working to finalize the details of design in preparation to move forward. The project is currently moving forward from a State healthcare regulatory standpoint as well as through the State and local permitting processes. Based on assumptions for the project, the inpatient component will cost \$12.4 million, registration and medical clinics will cost \$7.2 million and the medical office building will cost \$12.3 million. Half of the project will be funded by savings and has a long history of philanthropic support from the community. Given NMC's financial position, it is able to borrow funds needed at an advantageous rate. NMC has already secured its approval of the Certificate of Need. For the remainder of 2015, NMC will focus on finalization of Design Development and continuation of permitting. Construction will begin in the spring of 2016 with completion estimated during the summer of 2018. Mr. Billings added that much of the proposed addition lies in the Town and the Medical Clinic at the foot of project is nearly exclusively within the City.

c. Staff Analysis, City Manager.

Mr. Cloud asked if the applicant could speak to their answers to the criteria before going into staff analysis. Mr. Billings stated that he has weighed in with the City Manager to make sure their understanding of the ordinance was correct and he understands the City has adequate capacity to take on NMC's request. Setbacks and zoning on the hospital campus in the City do not provide for additional build-out in the City. The need to have the pieces of the campus attached and integrated have kept NMC from looking elsewhere as to where they might locate the medical office building and clinics. This would indirectly help increase the number and type of employment opportunities in the City and in the region and keeps a vibrant hospital within the community with 122 staff members in the medical building and 21 in the clinics. Some will be existing staff members moving onto campus and others will be new hires. Mr. Billings answered negatively to Criteria E., "does the project result in relocation of employment opportunities or economic activity within the City limits to outside the City limits. NMC currently rents an office on Lake Street for billing staff. This project does not relocate those personnel to the campus but does create open space on campus. Mayor Gamache asked Mr. Billings how many employees work in the billing office on Lake Street. Mr. Billings responded that there are roughly 20 employees at that location. Mr. Billings answered negatively to Criteria F. as they do not believe potential mitigation will be necessary. Construction also does not result in the retention of existing facilities. The project does address public health. Similarly, NMC hopes that Council sees the hospital and their medical staff as essential and desirable public services. The project

does not have a net/financial benefit or loss to the City. NMC believes there is no direct property tax benefit to either the City or the Town and believes it's a net benefit to the region to have a strong and vibrant medical hub. NMC does not believe the project could undermine the City's own economic development efforts. Mr. Cloud stated that he did not have anything of substance to add.

d. Council Question and Answer with Applicant.

No Council questions were posed to the applicant.

e. Public Comment.

No public comment was made.

f. Final Comments from Applicant.

Mayor Gamache thanked Mr. Billings and expressed appreciation for the impact that a well-run hospital has on a community. Mr. Billings thanked Council and the work the City has done on the streetscape and the investment in St. Albans. He appreciated the collaborative approach to this issue, patience and persistence from both communities.

11. City Manager Report.

a. City Budget Timing and Process.

Mr. Cloud explained that the Finance Committee will meet later this week to review the first draft of the budget. The timeline will be to meet with Department Heads during the bulk of the Mondays in January, allow the public to weigh in on a Saturday morning and adopt the budget toward the end of the month. One of the issues that emerged last year was the need to clarify the respective roles of the finance committee and manager in the budget development process. Mr. Cloud explained that confusion occurred last year when he received simultaneous direction from the finance committee and the public safety committee surrounding the budget and sidewalks. One possible solution is for the budget proposal that ultimately arrives with the Council in early January to contain two columns: one showing the finance committee's recommendation and one showing the manager's recommendation. This would allow the manager to simultaneously staff the finance committee and preserve the ability to make an independent budget proposal. Mr. Hawkins agreed that is a good idea.

b. Updated Comprehensive Sidewalk Proposal and Cost Estimate.

Mr. Cloud stated that DRB/Planning Commission appointments should take place during Executive Session and the NMC discussion should take place in Deliberative Session.

Mr. Cloud stated that as staff began preparing to have a sidewalk proposal ready for the fall, it was realized that staff needs to have a better product for council to react to. The At-Grade Infrastructure Assessment didn't separate out different sides of the street which meant a street could have a really good sidewalk on one side of the street and a really bad on the other side and would come out as "fair." Mr. Cloud explained that he and Mr. Sawyer biked every sidewalk in the City, evaluating each side independently and found that there wasn't much discrepancy between a "fair" sidewalk and a "poor" sidewalk. If the City is going to pass a bond, staff believes an effort needs to be put forth that provides a more comprehensive proposal. Mr. Cloud presented a diagram broken out by ward with "red" showing high priority sidewalks and "blue" showing low priority sidewalks. The total cost which shows very conservative costs estimating is \$5.2 million and is envisioned to be completed over a 3 year period.

Mr. Spooner asked if it comes down to completing the project over 20 years or completing it over 3 years and paying for it over a 20 year period. Mr. Cloud stated that the other option is to increase the annual sidewalk budget. Mayor Gamache asked Mr. Cloud what his intention is. He responded that the proposal can be further discussed during budget discussions and is ultimately council's decision.

12. Other Business.  
No other business was discussed.
13. Consider Approval of Minutes and Warrants (D&V).  
a. Minutes: Reg. Mtg. 11/9/15; Special Mtg. 11/19/15; 11/30/15 (D&V).  
**A motion was made by Alderman Spooner; seconded by Alderman DiFranco to approve regular meeting minutes from 11/9/15. Vote was unanimous, 6-0.**  
**A motion was made by Alderman Spooner; seconded by Alderman Ladisson to approve special meeting minutes from 11/19/15. Vote was unanimous, 4-0 with Aldermen Corrigan and Hawkins abstaining.**  
**A motion was made by Alderman Spooner; seconded by Alderman Ladisson to approve special meeting minutes from 11/30/15. Vote was unanimous, 6-0.**  
b. Warrants: 11/20/15; 12/11/15.  
**A motion was made by Alderman Hawkins; seconded by Alderman Spooner to approve warrant from 11/20/15. Vote was unanimous, 6-0.**  
**A motion was made by Alderman Hawkins; seconded by Alderman Corrigan to approve warrants from 12/11/15. Vote was unanimous, 6-0.**
14. Adjourn City Council Meeting & Enter Executive Session.  
**A motion was made by Alderman Spooner; seconded by Alderman Corrigan to adjourn Open Session and enter Executive Session for purpose of appointing a public officer at 8:31 pm. Vote was unanimous, 6-0.**  
**A motion was made by Alderman Hawkins; seconded by Alderman Spooner to appoint Rebecca Pfeiffer to the DRB with a term ending 12/31/18, Owen Manahan to the DRB with a term ending 12/31/17 and Judith Leonard to the DRB as Second Alternate with a term ending 12/31/16. Vote was unanimous, 6-0.**  
**A motion was made by Alderman Spooner; seconded by Alderman Corrigan to exit Executive Session and enter Deliberative Session to discuss NMC Allocation. Vote was unanimous, 6-0.**
15. Enter Deliberative RE: NMC Allocation.  
**A motion was made by Alderman Hawkins; seconded by Alderman Spooner to approve NMC Allocation as presented. Vote was unanimous, 5-0 with Alderwoman Laddison abstaining.**  
**A motion was made by Alderman Corrigan seconded by Alderman Hawkins to adjourn from deliberative session at 9:03 pm. Vote was unanimous, 6-0.**

Respectfully Submitted,

Kristen Smith  
Community Relations Coordinator