

TOWN OF EAST KINGSTON, NH
PLANNING BOARD MEETING MINUTES
June 17, 1999

FILE

AGENDA

- 7:15 Site Plan Review Amendments – Public Hearing
7:30 James Mower – 59 South Road Subdivision – Public Hearing
8:00 Lewis Dodge III – 14 Powwow River Road Site Plan Review – Public Hearing
8:30 East Kingston Elementary School – Site Plan Review – Continued Public Hearing
9:00 Steve Wilson – Stumpfield Road Subdivision - Discussion

Members attending: Richard A. Smith Sr. - Chairman, , Raymond R. Donald – Ex-officio, Beverly A. Fillio, Dr. Robert Marston and Alternates David G. Morse and Peter A. Riley (7:25 PM).

Absent: Edward C. Johnson – Vice Chairman, and Alternate Robert Nigrello.

Others attending: Sarah Campbell – RPC (7:15 PM), Lawrence K. Smith – Conservation Commission Chairman, Glenn P. Clark – Building Inspector, Robert Rossi– Road Agent, Alan Mazur – Fire Chief, Dennis Quintal - PE, Jeff Nawrocki, Barbara Lobdell, Kevin Fitzgibbon, Richard Poelaert, Curtis Jacques, Roby Day, John L. Fillio – Selectman, Skip Bagdoyan, David Woodburn, Andrew Berridge, Margaret Caulk, Atty. Leigh Corbin, Victor Porro, Chip Dodge, Becky Hanna – Seacoast Newspaper correspondent, Anne Goodman – EKES Principal, Stan Lashoones, Steve Wilson, Kim Casey, Davis Finch, Helen & Vernon Amazeen, Peter Syred, Larry Erickson, Ronald Morales, and other members of the public who did not address their concerns.

Chairman Smith called to order this June 17, 1999 public planning board meeting at 7:05 PM with the roll call. Noting the absence of Mr. Johnson, he then designated Alternate David Morse to participate in any voting matters before the board.

Minutes: The Board reviewed minutes dated May 27, 1999.

MOTION: Dr. Marston motioned to accept the May 27, 1999 minutes as presented. Mrs. Fillio seconded. With no further discussion, the motion carried 4-0 (Mr. Donald abstaining).

Abutter Distances: At this time the Board took up discussion on abutter distances and what constitutes an abutter. It was noted that currently abutting properties located within a 200-ft. distance from a parcel under an application (site plan review, home occupation, subdivision, etc.) are listed as abutters. The statutes state that an abutter “means any person whose property adjoins or is directly across the street or stream from land under consideration by the local land use board...”. Board members indicated that such properties located within 200-ft of a proposal be deemed an abutter. Noting that there wasn’t any written statement regarding this measurement process, the Board agreed to amend the subdivision, site plan review and home occupation applications to reflect this.

MOTION: Mr. Donald motioned to post and hold a public hearing on July 15, 1999 at 7:15 PM to amend the site plan review, subdivision, and home occupation applications to include a reference that properties located within 200-ft of the proposal be deemed an abutter. Dr. Marston seconded. With no further discussion, the motion carried 5-0.

Site Plan Review Amendments – Public Hearing: Chairman Smith opened the public hearing at 7:15 PM for proposed amendments to the Site Plan Review Regulations. Mrs. Campbell explained that the Board had recently discovered that the sign provisions for signs located in a commercial district were inadequate and that the Board was in agreement to increase the size sign allowed to 32 square feet.

Mr. Donald expounding on a current case regarding signs in residential zone suggested that a paragraph also be written to address signs for commercial uses located in a residential zone.

At 7:25 PM, Mr. Riley entered the meeting.

The Board then discussed sign sizes allowed in other towns as well as other sign restrictions (i.e. setback, bottom vision, and off-ground distances). Mr. Donald suggested the Board research these measurements prior to making amendments to the sign provisions.

MOTION: Mr. Donald motioned to table this issue until July 15, 1999 at 7:15 PM to allow more information to be collected regarding sign setbacks and sizes. Dr. Marston seconded. With no further discussion, the motion carried 4-1 (Chairman Smith opposed).

James Mower – 59 South Road Subdivision– Public Hearing: Chairman Smith opened the public hearing for James Mower's proposal to subdivide 47 acres located at 59 South Road, MBL# 13-3-9 into 2 lots. Dennis Quintal, PE represented Mr. Mower.

Mr. Quintal began his presentation by noting the following items on the proposed subdivision plan of MBL# 13-3-9: existing structures, driveway, septic system, well, and upland areas. He stated that the property would be divided into 2 lots; one 2-acre lot and one 45-acre lot. He noted that the East Kingston Subdivision Regulations provide backlot provisions that allow a minimum of 240 feet frontage with the backlot to contain a minimum of 3 acres. He stated that this proposal offers over 245 feet of frontage with 45 acres in the backlot.

He went on to say that NH Soils did the HISS mapping and then he submitted the report. He said that the report states that the existing drainage flows from north to south with seasonal run-off to the north. He said that in order to access the buildable land on the proposed second parcel, a driveway was designed to cross the wetlands at the narrowest point of seasonal wetland.

Mr. Quintal then explained the drainage flow noting that water eventually ends up in Hogg Hill Swamp. He stated that a permit is required from the State to cross wetlands which this subdivision application has received (see Wetlands and Non-site Specific Permit 1999-00668). He stated that State Subdivision approval has also been received (see Approval For Subdivision # SA1999001391).

Mr. Quintal went on to say that test pits were done and witnessed by the Building Inspector. The 4K areas were noted on the plan. He stated that a single family home is being proposed for the second lot and that both the existing lot and the newly proposed lot have a minimum of ¾ acre of upland soils. He noted that the proposed single family home meets all the wetland setbacks and will have its own independent water supply. He stated that monuments have been set at the new corner points and the monument certification form has been completed by the LLS. The bounds are awaiting verification from the Building Inspector.

He stated that a drainage analysis has been conducted with reports already submitted to the Conservation Commission and Planning Board. He noted that the water drains southerly from the school to the property and that the drainage report only covers what exists now and not what may be projected to happen when the school addresses their new drainage plans. He stated that any run-off would be slowed down and filtered through the grass before emptying into the existing wetlands. The development of a new house and driveway is on a hill area, thus all drainage from that will be distributed evenly off the hill. One house lot on a 40-acre parcel is considered a small impact to the land. He stated that he is aware of the vegetation and wildlife in existence throughout the area and that one more house is not a serious impact to it. He said that the drainage report classifies the area as jurisdictional wetlands.

At the inquiry of Mrs. Fillio, Mr. Quintal noted the existing well located on the far southeasterly part of the parcel and stated that this well services the existing home.

At Chairman Smith's question, Mr. Larry Erickson stated that Mr. Mower intends to build a home for his parents.

MOTION: Mrs. Fillio motioned to invoke jurisdiction on the application to subdivide 59 South Road, MBL# 13-3-9 into two lots. Dr. Marston seconded. With no further discussion, the motion carried 5-0.

Chairman Smith then allowed Conservation Commission Chairman Lawrence Smith to present the East Kingston Conservation Commission's position on the proposed subdivision plan and the wetland's condition.

Mr. Smith pointed out the proposed wetland crossing and noted that it is now an old wooden bridge with a ½ pipe culvert and a vegetation swale with brush and cattails. He stated that there is no clearly defined channel in the swale—fairly shallow with a grading average of 2½%. He said that there isn't enough water flowing fast enough to define a channel and that the area between the drainage and the pond is elevated, thus the water doesn't drain into Ms. Caulk's pond. He continued to say that the maps classify the Caulk lot and much of the Bagshaw lot as very poorly drained soil and that the only dry land located on the Caulk property is where the existing house sits. The other streams coming in and out back of the Caulk property remain wet all the time. He stated that the Caulk field was ditched years ago to accommodate farming and that these ditches were never maintained and vegetation is now growing back.

Mr. Smith continued to say that there are naturally occurring wetlands in the back of this property. He said that this plan proposes an 18" culvert running for 26 feet and that the East Kingston Conservation Commission does not feel this proposal has any adverse impact or increases the water flow to make the Caulk property any wetter than what it is now. He stated that the Wetlands Bureau has concurred with the Conservation Commission's position.

Mr. Smith stated that once a wetlands permit is approved, there is a grace period of 20 days for any party to apply for reconsideration and that any motion for reconsideration must specify all grounds upon which future appeals may be based, and should include information not available to the Wetlands Bureau when the decision to approve the wetlands application was made. He stated that the Wetlands Bureau has received 3 letters requesting reconsideration.

At Board inquiry Mr. Quintal stated that soil boundaries have to be shown on the map for State purposes – HISS mapping does not override SCS mapping. He also stated that the proposed driveway would be located at least 10 feet from the boundary line.

Chairman Smith then opened the meeting to questions and comments from abutters.

Atty. Leigh Corbin stated that she is representing her client Margaret Caulk. She then requested that Dennis Quintal recuse himself from this case, as he is a member of the East Kingston Conservation Commission, thus she feels there is a conflict of interest.

Mr. Smith responded that Mr. Quintal did not participate in the Conservation Commission's review of this plan.

Atty. Corbin stated that because Mr. Quintal has presented this plan there is a conflict of interest.

Mr. Donald asked Mr. Quintal if he was employed by Mr. Mower to design this subdivision plan. Mr. Quintal responded affirmatively. Mr. Donald asked if Mr. Quintal excused himself from all Conservation Commission sessions regarding this issue. Mr. Quintal again responded affirmatively. Mr. Donald stated that he sees no reason for Mr. Quintal to recuse himself from participating in this case.

Atty. Corbin stated that she wanted her objection on the record. She then pointed out the wetlands and stated that narrowest part of the wetlands for the proposed crossing was created – it is not the natural narrowest portion. She questioned why the newly proposed driveway couldn't be placed along the existing driveway. She stated that the residual flow would put water back onto Ms. Caulk's property. She requested that the driveway be put on the other side of the existing house. She said that the proposed driveway is a longer distance and that the water won't fan out until it gets to Ms. Caulk's property.

Mr. Smith stated that water already drains down into that area and that water located below the pipe could not go back up around the pipe and through it.

Atty. Corbin asked where Mr. Smith's report was to support this claim.

Mr. Smith asked where Atty. Corbin's report was to support hers.

Mr. Donald stated that the Conservation Commission has been out to the site and that the State has looked at and approved the plan. He asked if Atty. Corbin was suggesting Mr. Quintal defend his engineering work.

Mr. Smith stated that the water coming through now fans out and that this would not change when the water comes out of the pipe.

Ms. Margaret Caulk responded that it is a rusty old pipe and that the area in question is a free flowing area.

Mr. Ronald Morales of 69 South Road stated that he had some questions on the calculation figures presented in the drainage report. He asked how the 20-acre plus or minus figure was arrived at.

Mr. Quintal stated that a planimeter was used. This is an instrument that traces around the limits of watershed to determine square footage. He stated this was used along with other information collected.

Mr. Morales then asked how old the maps were that were used for calculations.

Mr. Quintal replied that he did not know but that watersheds don't change that drastically – only major construction would change a watershed area.

Mr. Morales stated that he would accept the 20 acre +/- calculation as used throughout the report, then he questioned the average rainfall data used.

Mr. Quintal replied that this information was arrived by using test pit data and a site walk with hand shovel borings, though he didn't feel this explanation warranted being placed in the report. He stated that if the Board wants he can include this.

Mr. Morales stated that he wanted this information put in the report.

Mr. Quintal stated that the Building Inspector also witnessed the types of soils noted in the report.

Mr. Donald said that the meeting has moved away from the topic -if Mr. Morales or Ms. Caulk are questioning Mr. Quintal's credentials, then they can hire their own personal engineer.

Mr. Morales responded that all the data indicates the least amount of impact, but slight changes would make a larger impact.

Mr. Donald stated that this line of questioning is not appropriate.

Mr. Morales said that he questions the average rainfall figures as well as the statement that the soil is more sandy than clay. He stated that he believes it is more clay. He went on to say that he is a chemical engineer and that the numbers in the report are not supported.

Mr. Peter Syred stated that he lived at 59 South Road for 21 years and that he took care of the property and kept the soils clean. He said that the run-off from the property does not flow into Ms. Caulk's pond. He stated that Ms. Caulk's land has not been maintained and that you used to be able to see all the way back to Hogg's Hill. He said she created her own water problem, she stopped the water from flowing into the back swale by blocking it up. He stated that very little water here flows onto her property.

Mr. Erickson stated that Mr. Mower hired Dennis Quintal for professional expertise on this issue. He said Ms. Caulk's party has given their opinion when they have no expertise in this field. He said that Larry Smith is here because of his expertise and that the attorney's suggestions are unfounded. He continued to say that much money has been spent to acquire this information and Larry Smith is here to represent the Town. He then asked if Mr. Mower has to hire 10 more engineers because one abutter doesn't want to see a house put on the property.

Ms. Caulk responded that she has lived at 69 South Road for 26 years and knows her own land. She further stated that she is not opposed to a house being built on the property, she is opposed to the destruction of New Hampshire wetlands. She said that she receives so much water and she needs every bit of these wetlands to filter it out. She stated that this issue needs to be looked at as important to livelihoods and to keep the water clean. She reiterated that this has nothing to do with the new house.

Mr. Erickson stated that a professional was hired to locate the driveway in the best spot.

Regarding Ms. Caulk's claim of danger to Spotted Turtles on South Road, Mrs. Fillio asked if the NH Fish & Game Department have acknowledged this area of Spotted Turtles.

Ms. Caulk responded negatively.

Mr. Davis Finch stated that although the area has not been categorized as a protected area, the turtles do deserve to be protected.

Mr. Smith responded that the DES Wetlands Bureau Inspector Gino Infascelli said that the Fish & Game Department would investigate this claim. Mr. Smith further stated that the wetlands permit is on hold until the request for reconsideration has been accepted or denied. The DES Wetlands Bureau has 30 days in which to decide. He stated that the Wetlands Bureau will consider all the evidence and either reaffirm their decision to approve the Dredge & Fill permit or decline it. The permit is not valid until the reconsideration period has ended.

Atty. Corbin stated that she wanted to address Mr. Erickson's claim that Ms. Caulk's party had no expertise in this matter. She stated that she has a geographical and hydrological college background.

MOTION: Mrs. Fillio motioned to continue this public hearing for James Mower's application to subdivide a 47-acre parcel on South Road, MBL# 13-3-9 into 2 lots, to July 15, 1999 at 7:30 PM to allow a final decision regarding the Dredge and Fill permit to be rendered by the Department of Environmental Services. Mr. Morse seconded. With no further discussion, the motion carried 5-0.

Lewis Dodge III – 14 Powwow River Road Site Plan Review – Public Hearing: Chairman Smith opened the public hearing at 8:39 PM for Lewis (Chip) Dodge's site plan review application to operate a woodworking business from 14 Powwow River Road, MBL# 10-3-9. It was noted that this parcel is also located in a commercial zone.

Mr. Dodge representing himself submitted a floor plan of the building. He stated that he would like to continue the operation of a cabinet shop in one of Marshall Bean's buildings at 14 Powwow River Road. He noted that although the building measures 96 feet long and is 2-stories, he is only using 50 feet of the first floor.

Members questioned whether there was any commercial activity from Mr. Bean's portion of the building. Mr. Dodge responded that he did not think so. Building Inspector Glenn Clark also responded negatively.

MOTION: Mrs. Fillio motioned to invoke jurisdiction on the site plan review proposal to operate a woodworking business from 14 Powwow River Road, MBL# 10-3-9. Mr. Morse seconded. With no further discussion, the motion carried 5-0.

Mr. Dodge noted that the building sits 115 feet from the road and is located in the newly adopted commercial district.

In reviewing the Site Plan Review Regulations, Chairman Smith stated that the application would be treated as an existing building with no new construction, thus the building aesthetic section would not apply.

At Board inquiry, Mr. Dodge stated the following:

1. The scope of his business is to make cabinets and furniture.
2. Hours of operation generally begin at 7:30 AM to 4:00 PM.
3. The only truck at the business is his own pick-up. He does have visitors who also drive pick-ups.
4. Any noise generated from the business is caused by saws and woodworking equipment. The building is pretty sound and he has had no noise problems.
5. Road access is located along the entire front of the lot, there is no actual driveway.
6. He handles no paint or finishing materials only contact cement that is water-based.
7. There is no dust outside the building.
8. Scrap wood is given away to campers for firewood.
9. Lumber deliveries may be once or twice a month during daytime hours.

Members then requested that Mr. Dodge produce a more detailed plot plan of the property showing:

1. All buildings on the property;
2. Powwow River Road and road access;
3. Commercial district boundary lines;
4. Parking and loading areas;
5. Trash storage area; and
6. Note the hours of operation.

The Board also requested the Fire Chief inspect the premises for fire safety.

Mr. Andrew Berridge stated that he did not know why the Board wanted to address hours of operation. He stated that they (Board) can get into trouble designating hours of operation for business located in a commercial zone. He stated that the Town has an adequate and enforceable noise ordinance.

It was noted that the Planning Board is also charged with the protecting the abutting residential neighborhood and that not addressing hours of operation would be irresponsible of them.

Mr. Carl Fredrickson of 20 Powwow River Road thanked the Board for asking many of the questions that he had. He stated that until this meeting, he had no idea a business was being operated next door to him. He said he hasn't heard any noise from the business.

Mr. Dodge stated that he has been in operation at 14 Powwow River Road since October and that he wouldn't do anything to hurt his neighbors – he also lives in town.

Mr. Fredrickson questioned what would happen if the business grew to 15 to 16 employees – has the Board considered this?

Chairman Smith stated that the size of the business would not be permitted to increase without further consent of the Planning Board. Mr. Dodge would only be allowed to operate as the scope being presented if approved by the Board.

Mr. Riley added that although some potential growth is expected, the Board should consider reasonable time frames for operation.

MOTION: Mrs. Filio motioned to continue this public hearing, which proposes to operate a woodworking business from the Powwow River Road location, to July 15, 1999 at 8:00 PM to allow the applicant to submit a site plan of the property that shows the whole parcel with buildings, driveway, proposed loading area and parking, and to allow the fire chief to inspect the building. Mr. Donald seconded. The motion carried 5-0.

East Kingston Elementary School—Site Plan Review—Continued Public Hearing: Chairman Smith opened the public hearing at 9:00 PM for the East Kingston Elementary School's proposal to construct a 7,433 square foot addition to the existing school located at 5 Andrews Lane. Mr. Jeff Nawrocki of JSN Associates is the engineer and designer of the project.

Mr. Nawrocki stated that at the last meeting held May 27, 1999, the Board directed the applicants to resolve the easement issue with Mr. David Woodburn of Terrace Lane. Since that meeting the School Board, the Fire Chief and Mr. Woodburn have met twice with the Board of Selectmen.

Mr. Richard Poelaert stated that at the Selectmen's meetings it was agreed that an 18" pipe would be installed to run the length of Terrace Lane and out to the existing easement on Mr. Woodburn's property and into a 50,000 gallon fire pond. Mr. Woodburn has since taken the agreement to his lawyer for review. He further stated that the plan to direct some of the water run-off to the Donovan property has been changed. There will be no water run-off to that property.

He went on to say that the Fire Chief's concerns about the fire pond have been satisfied and an oil separator system would be installed on the parking lot to filter any run-off to prevent contamination. He noted that the fire pond must maintain a 3-ft water level off the bottom of the pond and 2 feet from the top. The run-off water would be used as a reservoir for the fire pond.

Mr. David Woodburn stated that as of right now there is no agreement. His attorney has advised him not to sign a thing until he (atty.) contacts the school's attorney. He stated that he (Woodburn) wants everything in writing, not just word of mouth. He continued to say that he doesn't want the liability for the 50,000 gallon fire pond and this collecting water from private residences also needs to be straightened out.

Mr. Donald stated that the bottom line is that Mr. Woodburn would have the last call about the agreement. At the Selectmen's meeting it was noted that the Cacciatore's pump their basement water out which currently runs down to Mr. Woodburn's property. He said that Mr. Woodburn has a right to ask questions, as this plan can not go forward until he is satisfied.

Discussion about the time frame for the start of construction transpired.

Mr. Skip Bagdoyan from Ambit Survey stated that if Mr. Woodburn's agreement falls through, the only other option at this time would be to run the water down through Terrace Lane and through Mr. Woodburn's easement onto another property owner's land. It was noted that the easement on the Woodburn property was large enough to accommodate the 50,000 fire pond and that it is only an access easement.

Mr. Poelaert stated that if this doesn't work out, then a 50,000 gallon storage tank could be installed on the school's property, however the run-off becomes another problem.

Mr. Donald asked if the Board would consider a contingency approval so as not to hold up construction.

Mr. Berridge asked what happened to the original plan to direct water onto the Donovan property.

Mr. Poelaert responded that Mr. Donovan did not want more water on his property.

Mr. Woodburn stated that he is not saying the easement can't be worked out, he just wants answers first. He said that he was agreeable to the easement with a fire pond, if it can be worked out.

Mr. Bagdoyan stated that he thinks the fire pond can be designed to stay within the easement, but he can't be sure until all the work is done.

Mr. Donald stated that the School Board agreed to take samples to help determine the fire pond questions. He said that Mr. Woodburn wants the fire pond, he just wants it done properly – he doesn't want to be liable for it. Again he stated that he thinks the Board should give contingency approval.

Mrs. Fillio agreed.

Mr. Bagdoyan again stated that there is no actual fire pond design yet, and without the depth and slope figures he can not give out an accurate size, though he does think it would fit into the easement. He stated that the water from the fire pond would be from ground water, not from run-off. Run-off would run right through the fire pond.

Mr. Roby Day inquired about the liability end of the agreement.

Fire Chief Alan Mazur stated that if a fence and signs were put up, the property owner would be relieved of the liability. Plus when a pond is designated a fire pond, the liability is shifted to the Town.

The Board considered the Town possibly buying the easement or subdividing Mr. Woodburn's property, but determined the lot was not large enough.

Fire Chief Mazur stated that before the building construction can start the Site Plan must be approved in order to receive the State Fire Marshal's approval. He stated that he recommends conditional approval to let the school get started.

Mrs. Campbell noted that the 125 well radius setback has not been met.

Mr. Bagdoyan replied that because the well is existing it is okay. Only a newly proposed well needs to meet the setback. He also noted that the oil separators would become the maintenance of the school and would have to be emptied periodically.

Mr. Nawrocki stated that because the school addition is categorized as a separate building, a sprinkler system is not required. He did note that the concrete walls in the gym would suffice to make a separate fire area, but that the gym doors would need to be upgraded to meet the fire code.

Fire Chief Mazur stated that he hasn't received any word from the State about this yet, so he could not comment on it.

Discussion about how to get conditional approval, keeping the situation monitored, and decreasing the time for the next review (scheduled for July 15th), resulted in the Board agreeing to allow the Board of Selectmen to monitor the applications progress in completing the conditions set.

MOTION: Mrs. Fillio motioned to grant conditional approval for the plan to construct a 7,433 square foot addition to the existing Elementary School building located on Andrews Lane based on the Selectmen's approval and acceptance of the following conditions: 1) a fire pond agreement and permit be obtained; and 2) verification be made of State Fire Marshal's and East Kingston Fire Department's approval of a fire suppression plan. Mr. Morse seconded. With no further discussion, the motion carried 5-0.

Steve Wilson --Stumpfield Road Subdivision – Discussion: Chairman Smith opened discussion with Steve Wilson's conceptual plan to subdivide property on Stumpfield Road at 9:50 PM.

Mr. Wilson stated that 10 years ago he purchased land from UNH located about 800 feet from the end of Stumpfield Road. He is now planning to subdivide the two parcels into one 2.7-acre lot and a 6.25-acre lot. Both lots to be sold to the golf course. He stated that the house lot received septic approval.

Mr. Smith noted that the Conservation Commission has the HISS mapping for this lot.

Board members advised Mr. Wilson to submit a complete application to the Selectmen's Office to get placed on the July 15th agenda.

Bounds: The Board took up discussion on the permanent concrete bounds provisions under the Subdivision Regulations. It was noted that although the Board expects 4"x4"x4' concrete bounds be set, the regulations do not specify it. Discussion about drill holes in boulders also transpired. The Board was agreeable to drill holes, but that they must be approved by the Building Inspector as not all land surveyors set drill holes in big enough rocks.

MOTION: Mrs. Fillio motioned to post and hold a public hearing to amend the Subdivision Regulations Section VII.B.4 to read "Permanent concrete monuments (4x4) or granite monuments or acceptable drill holes in stone shall be set at least at all corner points of each proposed lot before the plan is signed. Dr. Marston seconded. With no further discussion, the motion carried 5-0.

With no further business before the board,

MOTION: Dr. Marston motioned to adjourn. Mrs. Fillio seconded. With no further discussion, the motion carried 5-0 and this June 17, 1999 public planning board meeting ended at 10:12 PM.

Catherine Belcher, Secretary

Minutes completed and on file June 21, 1999.

Minutes approved on 7/15/99.