

## **BOONTON TOWN BOARD OF EDUCATION**

434 Lathrop Avenue, Boonton, NJ 07005

January 4, 2021

### **I. CALL TO ORDER**

The Boonton Town Board of Education, of Morris County, New Jersey, held a meeting at 7:00 pm on January 4, 2021, via Google Meet.

### **II. OPEN PUBLIC MEETING**

Mr. Steven Gardberg, Board Secretary, called the meeting to order and read the following statement: This is the January 4, 2021, meeting of the Boonton Town Board of Education. Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting was provided to the Daily Record and the Citizen; distributed to The Neighbor News and the Boonton Town Clerk; and posted at the Board of Education Building at 434 Lathrop Avenue, Boonton, New Jersey.

### **III. RESULTS OF THE ELECTION & OATH OF OFFICE**

Mr. Gardberg read the results of the election of November 3, 2020, for vacant Board of Education seats, as certified by the Morris County Clerk.

| <b>Name</b>      | <b>Term (yr)</b> |
|------------------|------------------|
| Jennifer Darling | 3                |
| Crystal Davis    | 3                |
| Natavia Hayes    | 3                |

Upon the certification of election results, Mrs. Darling, Dr. Davis and Ms. Hayes were sworn in by the Board Secretary attesting to the oath of office.

### **IV. ROLL CALL**

Members present at roll call were Mr. Chris Cartelli, Mrs. Jennifer Darling, Dr. Crystal Davis, Mrs. Elaine Doherty, Mr. Bob Ezzi, Mr. Joseph Geslao, Ms. Natavia Hayes, Mrs. Loren Katsakos, Mrs. Irene LeFebvre, Mrs. Sandra Vucenovic.

Also present were Mr. Robert Presuto, Superintendent and Mr. Steven Gardberg, School Business Administrator/Board Secretary.

### **V. EXECUTIVE SESSION**

On a motion at 7:05 pm by Mr. Cartelli and seconded by Mrs. LeFebvre, all present voted to enter Executive Session.

Be it resolved, that the following portion of this meeting dealing with the following generally described matters shall not be open to the public: Personnel matters; Current or Potential Litigation; and Matters of Attorney/Client Privilege. Be it further resolved, that it is anticipated that the matters to be considered in private may be disclosed to the public at a later date when confidentiality is no longer required. Be it further resolved, that private consideration is deemed required and is permitted because of the following noted exceptions set forth in the Open Public Meetings Act: Would constitute an unwarranted invasion of individual privacy; Related to investigation of violations or possible violations of the law; Related to pending/anticipated litigation or contract negotiations in

which the Public body is or may be a party; and Falls within the attorney-client privilege and confidentiality is required.

#### ACTION WILL BE TAKEN

On a motion at 7:58 pm by Mr. Cartelli and seconded by Mrs. Darling, all present voted to adjourn executive session and return to open session.

#### **VI. PLEDGE OF ALLEGIANCE**

The Board reconvened in open session at 8:00 pm and led the Pledge of Allegiance. Approximately 90 members of the public were in attendance, as well as the administrators Sara Brogan, Jason Klebez, Alison Schessler, Judy Sorochnyskyj and Thomas Valle.

#### **VII. BOARD REORGANIZATION**

Mr. Gardberg took nominations from Board Members for President of the Board.

Mrs. LeFebvre was nominated for Board President by Mr. Cartelli, and the nomination was seconded by Mrs. Doherty. Having no further nominations, Mr. Gardberg closed nominations for President.

On roll call, the nomination was approved. Voting yes were YES: Mr. Cartelli, Mrs. Darling, Dr. Davis, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Ms. Hayes, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Vucenovic. NO: None. ABSTAIN: None. ABSENT: None.

Mrs. LeFebvre took his/her seat as Board President and accepted nominations for Vice President of the Board.

Mrs. Darling was nominated for Board Vice President by Mr. Geslao, and the nomination was seconded by Mr. Cartelli. Having no further nominations, Mrs. LeFebvre closed nominations for Vice President.

On roll call, the nomination was approved. YES: Mr. Cartelli, Mrs. Darling, Dr. Davis, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Ms. Hayes, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Vucenovic. NO: None. ABSTAIN: None. ABSENT: None.

With the Board organized, approval of reorganization resolutions #1-42 was moved by Mr. Cartelli and seconded by Mrs. Darling. On roll call, the resolutions were approved. YES: Mr. Cartelli, Mrs. Darling, Dr. Davis, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Ms. Hayes, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Vucenovic. NO: None. ABSTAIN: None. ABSENT: None.

1. Annual Meeting Calendar: The Board approves to meet at 7:30 pm on the following Mondays at John Hill School, 435 Lathrop Avenue, Boonton, NJ. In the event of a public emergency, the meetings may be held virtually, with details published on the district website.  
**2021:** 1/4, 1/25, 2/8, 2/22, 3/8, 3/22, 4/12, 4/26, 5/10, 5/24, 6/14, 6/28, 7/12, 7/26, 8/9, 8/23, 9/13, 9/27, 10/11, 10/25, 11/8, 11/22, 12/13  
**2022:** 1/3 (Organizational Meeting)

2. Official Newspapers: The Board approves the Daily Record as the official daily newspaper and The Citizen as the official weekly newspaper.
3. Goals for the Board: The Board approves to re-adopt its goals for January – December 2021.
  - a. Seek to identify community members that are both willing to serve and can add value to the board. Encourage them to submit applications at the appropriate time.
  - b. Attend two (2) retreats a year to determine and discuss, as a whole:
    - District Performance and Culture;
    - New issues that need to be addressed;
    - New opportunities that are available.
  - c. Review and follow the calendar each month.
  - d. Strive for 100% participation in the CSA Evaluation.
  - e. Use our Strategic Plan and bi-annually review our commitments and goals.
4. Parliamentary Procedures: The Board meetings shall be governed by Robert's Rules of Order Newly Revised 10th Edition, by reference.
5. Code of Ethics for School Board Members: The Board approves the following Code of Ethics for School Board Members.

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.

- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.
6. Board Attorney: Upon the recommendation of the Chief School Administrator, the Board approves James L. Plosia, Jr., Esq. of Plosia Cohen LLC of Chester, NJ, as Board Attorney for January – December 2021 at \$175.00 per hour, estimated at \$47,000 per year.
  7. Approval to Appoint Architect of Record: The Board approves to name DiCara Rubino Architects as the architect of record for January – December 2021, estimated at \$10,000 per year.
  8. Insurance Brokers of Record: The Board approves CBIZ Inc. of New Providence, NJ, as the District's Insurance Broker of Record for property, casualty, liability, auto, worker compensation coverage, and Doyle Alliance Group, Inc. of Woodbridge, NJ, as the Insurance Broker of Record for health insurance and dental insurance coverage, for January – December 2021.
  9. Existing Bylaws, Policies and Regulations: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt all exiting Bylaws, Policies and Regulations for the Board's own operation and the operation of the school system.
  10. Job Descriptions: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt the District's approved Job Descriptions.
  11. Educational Program and Services: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt the Educational Curriculum/Program and Services.
  12. Curriculums: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt all existing curriculums in effect at this time.
  13. Textbooks: Upon the recommendation of the Chief School Administrator, the Board approves the annual list of textbooks currently in use, and further, that when new textbooks are needed, a review and approval by the Administration Committee will be done prior to adoption.
  14. Evaluation Practice Instrument: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt the approved practice instruments for evaluation of staff: Danielson's Framework for Teaching 2007 edition and New Jersey Principal Evaluation for Professional Learning Observation Tool.
  15. Annual Nursing Services Plan: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt the Annual Nursing Services Plan.
  16. Emergent Hiring: The Board approves emergent hiring by the Chief School Administrator, with permission from the Board President and Administration Committee Chair, to be ratified at a future Board Meeting.

17. Homeless Liaison Officer: Upon the recommendation of the Chief School Administrator, the Board approves the Director of Special Services as Homeless Liaison Officer for January – December 2021.
18. Substance Awareness Coordinator: Upon the recommendation of the Chief School Administrator, the Board approves the Student Assistance Counselor as Substance Awareness Coordinator for January – December 2021.
19. Title IX Coordinator: The Board approves the Chief School Administrator or designee as Title IX Coordinator for January – December 2021.
20. NCLB Coordinator: The Board approves the Chief School Administrator as ESEA/ESSA Coordinator for January – December 2021.
21. Section 504 Coordinators: Upon the recommendation of the Chief School Administrator, the Board approves Building Principals as Section 504 Coordinators for January – December 2021.
22. Affirmative Action Officer: Upon the recommendation of the Chief School Administrator, the Board approves the Business Administrator as Affirmative Action Officer for January – December 2021.
23. Public Agency Compliance Officer: Upon the recommendation of the Chief School Administrator, the Board approves the Business Administrator as Public Agency Compliance Officer (PACO) for January – December 2021.
24. Government Records Officers: The Board approves the Superintendent, or designee, as the Government Records Officer for personnel and student records; and the Board Secretary, or designee, as the Government Records Officer for all other Board and Business Office records for January – December 2021.
25. Integrated Pest Management Officer: Upon the recommendation of the Chief School Administrator, the Board approves the Supervisor, Buildings and Grounds, as the Integrated Pest Management Officer for January – December 2021.
26. AHERA Asbestos Program Manager: Upon the recommendation of the Chief School Administrator, the Board approves the Supervisor, Buildings and Grounds, as the district's AHERA Asbestos Program Manager for January – December 2021.
27. Right-To-Know Coordinator: Upon the recommendation of the Chief School Administrator, the Board approves the Supervisor, Buildings and Grounds, as the Right-To-Know Coordinator for January – December 2021.
28. Indoor Air Quality Designated Person: Upon the recommendation of the Chief School Administrator, the Board approves the Supervisor, Buildings and Grounds as the Indoor Air Quality Designated Person for January – December 2021.

29. Standard Operating Procedures: The Board approves to re-adopt the Standard Operating Procedures.
30. School Budgets: The Board approves the Superintendent and Business Administrator to oversee the implementation of the 2020-2021 and 2021-2022 school budgets.
31. Existing Contracts: The Board approves to re-adopt all existing contracts of the Board in effect at this time and authorized by law.
32. Sale of Surplus Property: The Board approves the Business Administrator to sell used and/or surplus (non-real estate) property not needed for school purposes for January – December 2021.
33. Tax Sheltered Annuity Plans 403(b) Type: The Board approves the following vendors to participate in 403(b) Tax Sheltered Annuity Plans with District employees for January – December 2021: AXA Equitable, Lincoln Investments, Midland, USAA and Valic.
34. Tax Sheltered Annuity Plans 457(b) Type: The Board approves the following vendor to participate in 457(b) Tax Sheltered Annuity Plans with District employees for January – December 2021: AXA Equitable and Lincoln Financial Advisors.
35. Disability Insurance Plans: The Board approves the following vendors to participate in Disability and Life Insurance Plans with District employees for January – December 2021: Aflac, Allstate and Prudential.
36. Purchases on State Contract  
Whereas, Title 18A:18A-10 provides that, “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and Whereas, the Board has the need, on a timely basis, to procure goods and services utilizing state contracts, and Whereas, the Board desires to authorize its purchasing agent, for January – December 2021, to make any and all purchases necessary to meet the needs of the school district throughout the school year, Now, therefore, be it resolved, the Board authorizes the purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property.
37. Emergency Checks: The Board approves the Business Administrator to write emergency checks with the permission of the Board President and Operations Committee Chair to be ratified at future Board Meeting.
38. Person Responsible for Investments: The Board approves the Business Administrator or designee as the person responsible for investments, and to make wire transfers between accounts as required.
39. Account Transfers: The Board approves the Superintendent, or designee, to make account transfers as needed between Board meetings.

40. Depository of Funds: The Board approves NJARM as the depository of funds for the referendum bond proceeds.
41. Accounts/Banking: The Board approves Lakeland Bank as depository for the Board funds and that Lakeland Bank be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes.
42. School Depositories and Signatures: The Board approves that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below.

| <b>DESCRIPTION</b>         | <b>NUMBER</b> | <b>SIGNATURES</b>  |
|----------------------------|---------------|--|
| General                    | *1246         | 3 of Business Administrator, Superintendent, President, Vice President |
| Payroll                    | *1262         | 1 of Business Administrator, Superintendent, President, Vice President |
| Payroll Agency             | *1270         | 2 of Business Administrator, Superintendent, President                 |
| Capital Reserve            | *1238         | 2 of Business Administrator, Superintendent, President                 |
| Cafeteria                  | *1297         | 2 of Business Administrator, Superintendent, President                 |
| SSS Activities             | *1386         | 2 of Business Administrator, Superintendent, Principal                 |
| JHS Activities             | *1378         | 2 of Business Administrator, Superintendent, Principal                 |
| BHS Activities             | *1319         | 2 of Business Administrator, Superintendent, Principal                 |
| Flexible Spending          | *9522         | 2 of Business Administrator, Superintendent, President                 |
| Scholarship Deposit Escrow | *1335         | 2 of Business Administrator, Superintendent, Principal                 |
| Scholarship                | *1327         | 2 of Business Administrator, Superintendent, Principal                 |
| Summer Savings             | *6639         | 2 of Business Administrator, Superintendent, President                 |
| Unemployment               | *1289         | 2 of Business Administrator, Superintendent, President                 |

## **VIII. CORRESPONDENCE**

None

## **IX. LIAISON REPORTS**

1. John Hill School: None
2. Boonton High School by Batisse Manhardt, SRA President:
3. Parent-Teacher Association (PTA) K-8: Assemblies, Dinners-to-Go, Meeting on January 12.
4. Home School Association 9-12: None
5. Board of Aldermen by Joe Bock: None

## **X. ORDER OF THE DAY**

On a motion by Mr. Cartelli and seconded by Mrs. Darling and with all in favor, order of the day was approved.

## **XI. MINUTES**

Approval of minutes from previous meetings was moved by Mrs. Darling, seconded by Mrs. Katsakos, and approved on roll call. YES: Mrs. Darling, Dr. Davis, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Ms. Hayes, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Vucenovic. NO: None. ABSTAIN: Mr. Cartelli. ABSENT: None.

1. Regular and Executive session: December 14, 2020

## **XII. PUBLIC COMMENT ON AGENDA ITEMS**

None

## **XIII. ITEMS FOR BOARD CONSIDERATION**

### **A. SUPERINTENDENT**

Mr. Presuto wished everyone Happy New Year and congratulated the new Board members, President and Vice President. He commented on January 15 being a PD day for staff (no school); the return to in-person instruction; weekly updates have been archived in district website; hybrid cohort schedule will be AAABB/AABBB; and PreK registration for FY22 is closed & full.

### **B. ADMINISTRATION**

#### **PK8 Resolutions**

Approval of Admin PK8 resolution #1 was moved by Mrs. Darling and seconded by Mr. Cartelli. On roll call the resolutions were approved. YES: Mr. Cartelli, Mrs. Darling, Dr. Davis, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Ms. Hayes, Mrs. Katsakos, Mrs. LeFebvre, NO: None. ABSTAIN: None. ABSENT: None.

1. Outside Evaluation: Upon the recommendation of the Chief School Administrator, the Board approves Lake Drive School to conduct the following evaluations for Student State ID# 4789637065-B: Speech Evaluation at \$800 and Occupational Therapy Evaluation at \$600.

#### **PK12 Resolutions**

Approval of Admin PK12 resolutions #1-6 was moved by Mrs. Darling and seconded by Mrs. Doherty. On roll call the resolutions were approved. YES: Mr. Cartelli, Mrs. Darling, Dr. Davis, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Ms. Hayes, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Vucenovic. NO: None. ABSTAIN: None. ABSENT: None.

1. Letter of Resignation: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Michele Wolchesky, Boonton High School Head Secretary, effective close of day June 30, 2021, for the purpose of retirement.
2. Letter of Resignation: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Rebecca Dieckmann, Learning Disabilities Teacher Consultant, effective close of day June 30, 2021, for the purpose of retirement.
3. Letter of Resignation: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Robert Bongo, Boonton High School Social Studies Teacher, effective close of day June 30, 2021, for the purpose of retirement.



4. Extracurricular Aide Services: Upon the recommendation of the Chief School Administrator, the Board approves up to 75 total hours to be split by Clare Zarzecki and Kathleen Post, to assist and supervise Student State ID# 5028089364-B, for the 2020-2021 winter cheerleading season, at \$27.28/hr and further approve Lisa Meehan to serve as alternate, as needed, at \$27.28/hr.
5. Extracurricular Aide Services: Upon the recommendation of the Chief School Administrator, the Board approves up to 100 total hours for Louisa Sinatra, to assist and supervise Students State ID#6150235416-B and Student State ID# 5153109356-B, for the 2020-2021 wrestling season, at \$27.28/hr and further approve Matthew Voswinkel and Maureen Merritt to serve as alternates, as needed, at \$27.28/hr.
6. Advisor: Upon the recommendation of the Chief School Administrator the Board approves Jamie Evans as Boonton High School Varsity Basketball Cheerleading Advisor at a stipend of \$3,374 for the 2020-2021 school year. If a program supporting a stipend position is cancelled or postponed due to Executive Order, NJSIAA policy, or other law or public policy, the person occupying the stipend position will be paid for one additional pay period beyond the date of termination. No additional payment will be made for that program during the 2020-2021 school year unless it restarts. Note - per this Agreement the Board of Education agrees to guarantee at least 33% of each stipend will be paid to the appointed staff. The final payment (1/6 stipend) for the respective program will be made upon the completion of the stipend assignment.

### **C. BUSINESS ADMINISTRATOR'S REPORT**

Mr. Gardberg reported on the new federal stimulus bill approved in December (K12 allocation is four times the 2020 stimulus); FY22 budget challenges (state aid, teachers contract); and developments in meal distribution (add Tuesday morning pick-up and posting updates on Facebook).

### **D. OPERATIONS**

Mr. Geslao read walk-in resolution #5 into the record:

Approval of Operations resolutions #1-5 was moved by Mr. Geslao and seconded by Mrs. Darling. On roll call the resolutions were approved. YES: Mr. Cartelli, Mrs. Darling, Dr. Davis, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Ms. Hayes, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Vucenovic. NO: None. ABSTAIN: None. ABSENT: None.

1. Payments: The Board approves these Check Journals.  
                   \$172,592.07    12/22/2020 (machine checks)
2. Payroll Expenses: The Board approves the following payroll expenses.  
                   12/15/2020                    \$915,480.91  
                   12/30/2020                    \$885,219.83
3. Contract: The Board approves awarding the contracts totaling \$22,000 to Da Lor Service, the sole sales representative in New Jersey for Nesbitt HVAC equipment.
4. Disposal of Records: The Board approves the disposal of public records per New Jersey Division of Archives and Records Management Guidelines. Authorization for disposal was

approved by the Department of Treasury on 12/15/2020: Authorizations #s 568843, 568846, 568847, 568848, 568849, 568850, 568851, 568854, 568855.

5. Donation: The Board approves accepting an anonymous donation of the book "Shark Lady," valued at \$18, to School Street School.

#### **E. POLICY**

None

#### **F. REPORTS FROM BOARD REPRESENTATIVES**

1. HS Committee by Mrs. Doherty: Wellness Day 11/4; PD Day 12/7; Spirit Week: Academy applications; starting 21-22 we cannot accept tuition students; AP Seminar; college/post-secondary plans.
2. Communications/Legislation by Mrs. LeFebvre: None
3. ESC by Mrs. LeFebvre: None
4. MCSBA by Mrs. LeFebvre: Meeting in Jan. moved to 2/11
5. NJSBA by Mrs. LeFebvre: None
6. Curriculum by Mrs. Katsakos: NJ QSAC Relief Bill
7. PR/Communications by Mrs. Doherty: Free webinar 1/5 from Holocaust survivor

#### **XIV. OPEN PUBLIC COMMENT**

1. Justin Nyguen, Boonton
2. Tracy Paulozzo, Teacher and Boonton resident: In regard to reopening schools, expressed concern for herself and others with health conditions, requests for accommodations that were denied, and being close to vaccination
3. Bob Davis, BHS teacher & BHS president: Expressed concern about returning to the buildings, proper ventilation, protocols for return, denials to staff request for accommodations; benefits to in-person instruction; federal stimulus.
4. Jessica Harbeson, Tammi Strelkoff, Valerie Wasserman, Mary N. Guenther, Teresa Rodrigues, Catherine Bruseo, Boonton teachers: Mr. Gardberg read their letter in support of reopening schools.
5. Daniel Matarazzo, BHS teacher: Asked about Wednesday as all virtual, deep cleaning and scheduling
6. Responses by Mr. Presuto: Fomite vs. aerosol transmission, cleaning, reasonable accommodation, waiting longer, and ventilation & filtration

#### **XV. DISTRICT WIDE HIB REPORT**

On a motion by Mrs. Darling and seconded by Mrs. Doherty, the Board agrees to affirm the findings and recommendations of the Superintendent on the following Harassment, Intimidation and Bullying complaints: JHS #1, BHS #1

On roll call, the motion was approved. YES: Mrs. Darling, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Vucenovic. NO: None. ABSTAIN: Mr. Cartelli, Dr. Davis, Ms. Hayes. ABSENT: None.

#### **XVI. OTHER BUSINESS OF THE BOARD**

Irene: Thank you for voting on President and Committees.

Chris: An honor that you served as President.

#### **XVII. EXECUTIVE SESSION**

On a motion by Mr. Cartelli and seconded by Mrs. Darling, the following motion was presented for approval to enter Executive Session at 9:13 pm. All present voted in favor.

Be it resolved, that the following portion of this meeting dealing with the following generally described matters shall not be open to the public: Personnel matters; Current or Potential Litigation; and Matters of Attorney/Client Privilege. Be it further resolved, that it is anticipated that the matters to be considered in private may be disclosed to the public at a later date when confidentiality is no longer required. Be it further resolved, that private consideration is deemed required and is permitted because of the following noted exceptions set forth in the Open Public Meetings Act: Would constitute an unwarranted invasion of individual privacy; Related to investigation of violations or possible violations of the law; Related to pending/anticipated litigation or contract negotiations in which the Public body is or may be a party; and Falls within the attorney-client privilege and confidentiality is required.

#### **ACTION MAY BE TAKEN**

On a motion at 9:57 pm by Mr. Cartelli and seconded by Mrs. Doherty, all present voted to adjourn executive session and return to open session.

#### **XVIII. ADJOURNMENT**

Having no further business before the Board, a motion was made by Mr. Cartelli and seconded by Mrs. LeFebvre to adjourn at 9:54 pm. All present voted in favor.

Respectfully Submitted,

Steven Gardberg  
Board Secretary

BOARD APPROVAL: