

**BOARD OF SELECTMEN
REGULAR MEETING MINUTES
MONDAY
MARCH 24, 2014**

Members Present: Antone C. Vieira Jr., Chairman
Richard M. Spirlet, Vice Chairman
Steven J. Ouellette
Craig J. Dutra
R. Michael Sullivan, Clerk

Also present: John F. Healey, Town Administrator

Absent: Stephen J. Lombard, Business Manager

Chairman Vieira called the Board of Selectmen meeting to order at 6:00 P.M. in the Westport Town Hall, 816 Main Road, Westport, MA with the reciting of the Pledge of Allegiance by all present.

Public Hearing – RE: Road Layout Acceptances for Estrela Lane, Romano Village Drive and Paul Drive.

The public hearing was opened at 6:00 PM with the reading of the hearing notice. It was noted that recommendations were received from the Highway Dept., Planning Board and Conservation Commission. Attending for Romano Village Drive and Paul Drive was Edward Avila. Speaking on the background history of those streets was former Planning Board member Wayne Sunderland. Following discussions of the recommendations, bonds, list of work items for acceptance and hearing from various abutters to the proposed roads for acceptance, the following vote was taken. **Motion** made by Mr. Dutra to support the road layout acceptances for Estrela Lane, Romano Village Drive and Paul Drive and to be placed on the Town Meeting Warrant for Town Meeting; and in addition, a letter is to be sent to the Planning Board for a list of any other projects which are significantly underfunded in regards to bonding. Second by Mr. Sullivan. The Board voted unanimously in favor. The hearing is closed at 6:28 PM.

Dr. Dargon, School Superintendent – RE: Approval of SOI

Present: School Superintendent Anne Dargon; School Committee Members Michelle Duarte, Melissa Pacheco, Antonio Viveiros, Carolina Africano-Dutra and Michael P. Sullivan.

Dr. Dargon stated the School Committee has spent a lot of time and discussion on trying to identify a solution to their problems and the Middle School has been identified. Ms. Dargon stated she was charged with writing the SOI to help identify the problems. Last Thursday, the School Committee took two votes: an SOI application for the Middle School only and to close the Middle School. With this application the MA School Building Authority will work with us in determining a potential solution; the School Committee is asking the Board of Selectmen to take the same vote as the School Committee an approval for SOI's to be submitted to the MA School Building Authority in order to get us into the pipeline showing our need; this is a non-binding commitment. Mr. Dutra stated this is to simply approve an application submission to the MA School Building Authority seeking their help and approval; if approved, this will still need to go to Town Meeting ballot to request approval of an override to construct the school and raise our share of the pledge, this is a preliminary step; this is time sensitive, it is due by April 11th. Ms. Dargon requested a copy of the approved minutes to go with the application. Mr. Vieira stated we do have options; and we have a couple of meetings before to approve the minutes that are needed. Mr. Vieira suggested having these minutes on April 9th for approval; his concern is there should be further discussion on closing the Middle School; by closing the Middle

School this year, it would be a benefit to the Town. This would show it is not business as usual and it would show the voters, a partnership; by doing this and an override, it would show commitment to the community. Mr. Dutra stated he sat through the last School Committee meeting; we are past the key deadline to close the Middle School and ordering the portable classrooms had to be done in December; there would be a savings in closing the school but it would cost \$400,000. for the portables and it does not include site prep or construction of, so it is cost neutral; and all the students can't fit from four schools into three schools. If we rush hap-hazardly into this, we run a risk because we have not had a discussion with the right people; if we re-purpose a building, it has to be brought up to present standards, ADA/fire/Building codes. We should create a building committee consisting of our building inspector and fire inspectors, this Board and the School to talk and look at numbers and approach this in a logical manner. So there is nothing in my mind, that is preventing us from voting on this tonight because A. The School Committee has voted to close the Middle School; B. They need to submit an application to the MA School Building Authority and C. This Town and the School Department have not done their homework that they need to do in order to re-purpose a school building other than talking casually around the table. Mr. Vieira stated he has been talking about both Town and School buildings during his tenure; if the School could aggressively pursue a date to close the school by May 15th, it would allow the ordering of modulars, discussions and commitments; there is a need to look at consolidation on both sides; we need to look at all, such as the bid for Police Station roof, the need of the COA building expanding, etc., the Town has a lot of expenditures. We have been talking about building needs on both sides and some of these moves would be advantageous educationally. We can't continue our expenditures even with a successful override; I would like to delay this one more meeting for clarity. Mr. Dutra stated that in delaying this, we risk losing another year. Mr. Sullivan stated the vote was to close the Middle School with no definite date, so we will go through FY'15 with four schools and then moving around classrooms will begin after FY'15; our best scenario is to close the Middle School/High School and replace it with a new school? Mr. Viveiros stated we are looking at a new Jr/Sr High School for grades 7 through 12. Mr. Viveiros then explained other potential moves depending on what they hear from the MA School Building Authority. If the SOI is accepted, now we look at, is it worth moving the children out of the Middle School for a couple of years while the new building is being constructed; there is a lot to consider. Ms. Duarte stated the School Committee's job is layout the problem, not the solution to the MSBA; if they felt it was in need of an immediate attention, they would look at this financially. We have tossed around many ideas; but the MSBA wants only our problems and deficiencies and then they will work with us. Ms. Duarte stated that in not voting for the SOI, she was not sure how that will effect the Middle School because none of us want to keep that building long-term; this is non-binding for the Town; it will only get us into the pipeline for consideration. Mr. Vieira asked Ms. Duarte if a consultant did some work on moving the 7th and 8th grade to the High School; Ms. Duarte stated that a feasibility study on the Middle School only was done along with some internal discussion. Mr. Vieira stated the Middle School has been identified by the School Committee as a problem; we have already spent \$4.3million (with interest) on remediation for the Middle School; now, that aside, we are looking at expenditures for the Town, we did an operating budget that we balanced in December and passed it on to the Schools and to the Finance Committee but we are still trying to deal with operations for the next year and to do that we suggested a figure to the schools that does not make a whole lot of sense but they do have to operate within their budget for the next year and they have to come up funds to operate; if we are success with the override, that might help for that 12 month period but that model has some built in issues. There are issues with the capacity of the High School, reading readiness, etc. and without addressing needs and then asking people for more money, we won't be successful; we need to build a consensus. This statement means millions of dollars for the Town and we will have to determine how we are going to fund that; if the Town and School does their own thing, we may not have enough money for either side and we

jeopardize losing people to buy into this. Mr. Healey asked the School Committee if a new building was a necessary part of the mix; the answer was yes. Mr. Spirlet stated the SOI is sending mixed messages, it needs to state the closing of the school at the end of the year, whether help is received from the state or not; a necessity needs to be shown. Mr. Ouellette prefers to keep this open, we are hitting the School Committee hard when we don't even have a report from the Building Committee on our side; we should move forward with this. Mr. Vieira stated there is talk over Town; we could have the greatest plan but we still need people to vote for it. Mr. Dutra stated this is a cost neutral plan from the School Committee for one year; this SOI does not add any extra expenses for the Town and no added pressure on the budget; we are looking to the state for help in modernizing our school; I personally have four children in the school system and am not looking at cramming kids in school, I am in favor of smaller classes as opposed to larger classes. The School Committee has chosen to take a responsible route by looking to the State. Mr. Vieira asked why the BOS could not ask the School Committee to look into moving 4-5 pre-k classes to the Earle School, Kindergarten to 2nd grade to the Macomber School and 3rd to 6th grade to the Elementary School without the use of modulars, this is one option, then we could sit down and have discussions to address these issues because we don't have the luxury of waiting because even with an override, we are looking at layoffs; we need a practical approach. Mr. Sullivan asked if the numbers at the schools have been revised for space in classrooms, enrollments, etc. Ms. Dargon stated that they have looked at all the numbers, septic aside, how we are utilizing our space. School Committee member Mr. Sullivan stated there is an APA plan to deal with the PCB's and there is a plan which includes closure of the Middle School. At the last meeting, there was a decision to not spend any more on the PCB's; there has been a dip in the enrollment and we are looking to get out of that building; we are simply asking the state to come on-board with us to develop a plan and to not spend money at this time. It is premature to look at our options at this time; the MSBA will send out their experts to guide us. Mr. Viveiros stated we have looked at enrollment and grade movement; we have spoke with the principle's about moving students and it would be extremely difficult; this is not about how many we can fit but what is the best way to educate the children; parents, teachers and staff love that building but they don't like the PCB's. Mark Carney stated of all this discussion, what struck him the most is the Operating Budget; you are asking questions for which you need to be having discussions on; right now, before the Board is a request to ask the state for a solution; not a request for a cost associated question; next year, we are going to have a hell of a time with the operating budgets but this request has no bearing on the budgets at this time. Mr. Spirlet stated his issue is that we have to get rid of the building; he would close the building now and move the children into modulars to keep them safe; this would show a dire need and yes, he does understand about cramming. Mr. Vieira stated he would support the School Committee if they would go back and have a further discussion and then come back to the Board with other conclusions; he would be respectful to the School Committee even after they came back and the direction was still the same. Mr. Vieira stated the Board was only handed this tonight; we have not had time to digest what is before us and he has real questions of operational and capital budgets that are involved in this. Ms. Africano-Dutra stated the School Committee took a vote to not close the Middle School; we have already made this decision; we have met with the MSBA, we have been to Boston, and there is no guarantee that we will rise to the top of the list. Resident Mindi Benevides spoke on behalf of the children and asked that a solution be arrived at. Mr. Vieira stated this was voted on a year ago, and was told that there would be three SOI's, now we have only one SOI. Mr. Dutra stated that with the last SOI, it was voted down due to how it was presented and the School Committee has learned from that and are better prepared this time. Ms. Dargon stated the School Committee is showing good faith by moving students next school year; it is not in the best interest of the children to close the school next year; we have not even looked at custodial, busing, or trying to secure modulars, that these parts are a nightmare in regards to financial. Mr. Viveiros stated that by waiting one year, it should not stop the support of the SOI.

Selectman Sullivan stated he felt like there was something lacking in putting all the pieces together; we need to consolidate and reduce our capital; we need outside help; we must figure out our way forward by cooperation; history tells when we need help. Mr. Healey stated the resolution needs to be cleaned up. Ms. Africano-Dutra stated there has been three consultants in the last year; we have talked about this; we know we need the professionals to come in and that is why the MSBA can help us move in the right direction and unless the BOS approve this SOI, we can't make the next step. Mr. Spirlet again stated that a date certain was needed for the submission of the SOI.

Motion made by Mr. Dutra to support the submission of the SOI and if approved, that the SOI be read into the record. Second by Mr. Ouellette. The Board voted 3 in favor, 2-opposed (Vieira, Spirlet).

Motion made by Mr. Dutra to vote the following resolve. That having convened in an Open Meeting on March 24, 2014, the Westport Board of Selectmen, in accordance with its charter, by-laws, and ordinances, has voted to authorized the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated April 11, 2014, for the Westport Middle School located at 400 Old County Road, Westport, MA 02790, which describes and explains the following efficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future for replacement or renovation of a building (the PCB contaminated Westport Middle School) which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists; and for the replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements where by the Westport Middle School becomes the Westport Junior/Senior High School and can house grades 7-12 through new construction that allows the Town to reduce the number of school buildings from 4 to 3 and provides for the education of the Westport students a new facility that meet the program needs and complies with building/ADA code requirements; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority. Second by Mr. Ouellette. The Board voted 3 in favor, 2-opposed (Vieira, Spirlet).

Motion made by Mr. Dutra to vote the following resolve. That having convened in an Open Meeting on March 24, 2014, the Board of Selectmen of the Town of Westport, in accordance with its charter, by-laws and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority, the Record for Anticipated School Closure Form dated April 11, 2014 for the Westport Middle School located at 400 Old County Road, Westport, MA 02790 which describes and explains the following deficiencies and reasons for which such form may be submitted to the Massachusetts School Building Authority for the replacement or renovation of a building (the PCB contaminated Westport Middle School) which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists; and for the replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements whereby the Westport Middle School ceases to be used as a school building and becomes a town building. The grades now housed (grades 5-8) would shift to new and expanded buildings through additions and new construction that allows the town to reduce the number of school buildings from 4 to 3 buildings and provides for the education of the Westport students in new and updated facilities that meet the program needs and complies with the building/ADA code requirements; and hereby further specifically acknowledges that by submitting this Record for Anticipated School Closure Form, the Massachusetts School Building Authority in no way

guarantees the acceptance or the approval of an application for a project, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority. Second by Mr. Ouellette. The Board voted 3 in favor, 2-opposed (Vieira, Spirlet).

Public Hearing – RE: A request for a Transfer of Liquor License and Pledge of License from Westport Liquors, Inc. d/b/a Westport Liquors and Redemption Center, Bhagawatiben A. Patel, Mgr. located a 151 State Road on an All-Alcohol Package Store Liquor License. (formerly Watuppa Package Store)

The public hearing was opened at 6:30 PM. Present: Attorney Matthew Porter and Bhagawatiben Patel. Attorney Porter stated he was representing Westport Liquors, Inc. The business will be run in the same manner as it is now, there will be no construction and no changes, the only change will be the owner, who is the sole shareholder. The Board noted all the application was in order. Mr. Ouellette asked if Ms. Patel had any experience; Attorney Porter stated she currently manages a store in Connecticut, which has had no sales to minors. Mr. Ouellette stated Ms. Patel should contact the Police Dept., view the training video and have the Police Dept. sign off on her training. **Motion** made by Mr. Dutra to approve of the transfer of license and pledge of license. Second by Mr. Sullivan. The Board voted unanimously in favor. The hearing is closed at 6:36 PM.

Discussion – RE: Tax Exempt Property along Beach Avenue.

This item was held on; the Board of Assessor's will be invited to the next meeting to discuss this matter. No votes were taken.

Discussion with Senator Rodrigues, DCR, Fire and Police – RE: Expenditure Plan for Horseneck Beach Trust Fund.

Mr. Vieira noted that Senator Rodrigues would not be present tonight. Some discussion took place regarding concerns over how the funds would be expended from this trust fund in regards to public safety. The Board was of the consensus that they would like to see the budget and business plan for Horseneck Beach. Senator Rodrigues and State Rep. Schmid will be invited in over the next couple of meetings to discuss this matter; also to be invited will be the Police and Fire Chiefs. No votes were taken.

Larry Pare – RE: Update on the South Coast Rail Project.

Mr. Pare stated he was visiting all surrounding communities and seeking support of the South Coast Rail Project. His objective was to gain regional support. Mr. Pare stated there will be a meeting on April 3rd, in the south-end of Fall River being hosted by Rep. Alan Silva and all the Board members were invited to attend. At this meeting, a lot of updates will be presented. Mr. Ouellette stated he was a member a while ago, and his concern was that one or two trips would happen to Fall River and what the impact fee would be for surrounding communities. Mr. Pare stated that Somerset had the same concerns but help is needed to step forward; it is on its way and we don't want the next Governor to set this project aside. Mr. Sullivan stated that a letter of support should be based on economic benefits and facts of financial reward benefits for Westport and what fee we would be facing. Mr. Dutra stated that in general, he supports a commuter rail; we need real access from here but as a Town, we should get a briefing on the impacts; perhaps, we should have Jean Fox and the Economic Development Task Force in for a briefing. Mr. Spirlet stated he supported this but his concern is the dollar amount of the assessment; as for that meeting on April 3rd, it will be at the Good Shepard Parish at 6:30 PM. Mr. Vieira stated there are questions and concerns but as a Board, we are not sure if we have enough information in order to issue a letter of support at this time. The Board thanked Mr. Pare for coming.

Mr. Ouellette noted for anyone interested, the website is: www.mass.gov/southcoastrail

Attorney Richard Holland, K&P & Energy Committee Tony Connors – Power Purchase Agreement for Solar.

Attending were Tony Connors and Attorney Richard Holland. Mr. Connors briefed the Board regarding the contracts for the landfill and the two SREC-1 projects with Borrego. Mr. Connors stated that this will give the Town savings that are very well protected in terms of energy. Attorney Holland explained the net metering contract. Attorney Holland stated that credits can be used to pay for the Town's electricity use; he has been negotiating for two weeks and there are a few remaining provisions to be worked out but the substance is there. Discussion continued. Mr. Sullivan asked why the amount of power to be purchased exceeded our current usage. Mr. Connors explained the math behind the calculations. **Motion** made by Mr. Spirlet to close the contract with ACE and to go out to bid for the landfill. Second by Mr. Sullivan. The Board voted unanimously in favor. **Motion** made by Mr. Spirlet to enter into two contracts with Borrego (Freetown & Carver sites) and to authorize the Chairman to sign. Second by Mr. Dutra. The Board voted unanimously in favor.

Discussion – RE: Possible BOS Meeting for March 31st, plan for departing Town Administrator and Business Manager.

This item will be addressed on the March 31st meeting. Chairman Vieira asked that the Board members consider this item for next meeting.

Council on Aging – RE: Discussion of Revolving Accounts & FY'15 Budget. And Council on Aging – RE: An emergency decision on FY'14 Budget to raise spending limit on Social Day Revolving Account from \$80,000.00 to \$96,000.00 based on monthly expenditure of \$8,000.00.

Present: Marcia Liggins, William Gifford, Virginia Routhier and Christine Quinn. Mr. Sullivan gave the Board a recap of the request for an increase in spending limits on several revolving accounts for the purpose of increased expenses. Discussion ensued and the following votes were taken:

Motion made by Mr. Dutra to rescind the BOS motion and vote taken on Monday, March 10, 2014. Second by Mr. Ouellette. The Board voted 3 in favor, 1-opposed (Vieira), 1-abstained (Sullivan).

Rescinded motion – **Motion** made by Mr. Dutra to go along with the COA Warrant Articles request and to make an adjustment to the COA Budget (which is through taxation) of a reduction of \$65,000.00. Second by Mr. Spirlet. The Board voted 4 in favor, 1-absent (Sullivan).

Motion made by Mr. Sullivan to put an article on the warrant to move the spending limits of COA-Clinic Gift Fund to \$50,000.00; Social Day Program to \$150,000.00; and Senior Center-Building Fund to \$20,000.00; and to reduce the COA Town Budget by \$42,200.00 for FY'15. Second by Mr. Ouellette. The Board voted 4 in favor, 1-opposed (Vieira).

Motion made by Mr. Dutra to place an article on the STM Warrant to increase the Social Day Care Revolving Account spending limit from \$80,000.00 to \$96,000.00. Second by Mr. Ouellette. The Board voted unanimously in favor.

Appointments

1. **Motion** made by Mr. Spirlet to appoint Stephen Lombard to the Highway Surveyor Search & Screening Committee. Second by Mr. Dutra. The Board voted unanimously in favor.
2. **Motion** made by Mr. Dutra to re-appoint Matthew Holden as a Full-Time Police Officer. Second by Mr. Ouellette. The Board voted unanimously in favor.

3. **Motion** made by Mr. Dutra to appoint Paul Burke as Alternate Per-Diem Wiring Inspector. Second by Mr. Spirlet. The Board voted unanimously in favor.
4. **Motion** made by Mr. Spirlet to appoint Patti Spiteri to the Personnel Board. Second by Mr. Ouellette. The Board voted unanimously in favor.

Action Items

1. **Motion** made by Mr. Dutra to approve the Seasonal Renewal of Liquor Licenses for Village Pizza and Acoaxet Club, Inc. d/b/a The Pro Shop. Second by Mr. Ouellette. The Board voted unanimously in favor.
2. **Motion** made by Mr. Dutra to approve the Common Victualler Licenses for Village Pizza and Acoaxet Club, Inc. d/b/a The Pro Shop. Second by Mr. Ouellette. The Board voted unanimously in favor.
3. The SRTA Representative is Antone C. Vieira who named his Designee as Richard Spirlet; and alternate, if needed is Michael P. Sullivan in order to finish out the present year of 2014.
4. This item was tabled.
5. **Motion** made by Mr. Dutra to approve of a Drainage Easement for 50 Spinnaker Way. Second by Mr. Sullivan. The Board voted unanimously in favor.
6. The following was approved as the meeting schedule for the BOS: 3/31/14, 04/09/14, 04/22/14, 05/05/14, 05/19/14, 06/02/14, 06/16/14 and 06/30/14.

Minutes

1. **Motion** made by Mr. Ouellette to approve the Regular Meeting Minutes of March 10, 2014. Second by Mr. Dutra. The Board voted 4 in favor, 1-abstention (Sullivan).

Question and Answer Period – None.

Town Administrator Report

Mr. Healey stated that most of his report had been covered during the meeting but Item #3 needs to be reviewed. Mr. Healey stated there is a need to decide on a policy to deal with pay rates. He has completed his FLSA audit. Mr. Vieira stated he was concerned about time cards; for the last two years, it has been done sloppy. Mr. Vieira stated he needed to feel comfortable before committing and he has found discrepancies himself. Mr. Spirlet stated the Board needed to deal with what rate is being set; the rate for a Recording Clerk needs to be standard. Mr. Healey stated that at this time, we are doing it correctly. Mr. Vieira stated that the Board needs to address these issues; issues such as past practice needs to be looked at, working from home, etc. This item will be continued to the next meeting. No votes were taken.

Correspondence – Action Required

1. **Motion** made by Mr. Ouellette to approve the change of name for State Road Auto Sales, Inc. Second by Mr. Spirlet. The Board voted unanimously in favor.
2. **Motion** made by Mr. Spirlet to approve of the Keno to Go by Lees Market. Second by Mr. Ouellette. The Board voted unanimously in favor.

Board Members suggestion of items for future agenda discussion/action – None.

Other Business

1. **Motion** made by Mr. Spirlet to accept a donation of \$8,000.00 to the COA from Clarence Whalon to be used for training of Outreach Workers. Second by Mr. Ouellette. The Board voted unanimously in favor.

2. **Motion** made by Mr. Spirlet to approve a Common Victualler License for Riverfalls Landscaping d/b/a Westport Meats. Second by Mr. Dutra. The Board voted unanimously in favor.
3. Mr. Spirlet reminded everyone of Candidate's Afternoon this Wednesday at 12:30 PM. and there will be a Rabies Clinic at the Fire Station on Saturday, March 29th.
4. Mr. Ouellette asked that everyone be alert with a winter storm on the way again.
5. Mr. Vieira stated that he would like the final Roselli report on the 1st meeting agenda in April; reminder to Mr. Healey that although the Watershed was helpful in filing a report to the State, that the Water Resource Committee should be involved in the May 1st report to the State; a followup is needed with the Board of Health regarding the water at the Town Hall, Annex and Police Station; and he would bring the Board's attention to the insurance quotes for public safety coverage, which Mr. Healey is looking into this. Mr. Healey stated in regards to the water, we have a new person doing the testing and looking into changing the medium.
6. Mr. Healey noted to the Board that he attended a conference in Warwick, RI where he met Steve Martel and had a conversation regarding lighting for the parking lot; Mr. Martel is working on a proposal to replace the lighting and Mr. Healey will be sharing the information soon with the Board.

10:23 PM – Executive Session

Motion made by Mr. Spirlet to enter into Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21 to approve Executive Session Minutes of 02-24-14 & 03-03-14 & 03-10-14. Second by Mr. Ouellette. The Board voted unanimously in favor.
 Roll Call Vote: Mr. Spirlet-aye. Mr. Ouellette-aye. Mr. Dutra-aye. Mr. Sullivan-aye. Mr. Vieira-aye.

Mr. Vieira announced that the Board would return to Open Session in order to adjourn.

10:30 PM – Open Session

Motion made by Mr. Ouellette to adjourn the Board of Selectmen Meeting. Second by Mr. Spirlet. The Board voted unanimously in favor.

Adjournment.

Respectfully submitted,

 Diane Pelland, Administrative Asst/Confidential Clerk
 to the Board of Selectmen

APPROVED: _____
 R. Michael Sullivan, Clerk