

Development Review Team: December 20, 2010

Planning Board Projects – Post Meeting

NOTE: Pursuant to the recently enacted Economic Development legislation, the “natural” expiration date for all currently active and valid permits has been automatically extended by 2 years.

A. Projects under development

1. Adam and Eve Estates – Lyman Terrace – ***No Change since December 2009 meeting***

Number of Building Lots: 9

Percent Infrastructure Completed: 78%; Percent Housing Units Completed: 33%

Significant Issues: **None known at this date**

Performance Guarantee: \$59,000 Letter of Credit

Description/Comment: The subdivision involves 9 new single-family building lots with 1 lot addressed to Lyman Terrace and 8 lots addressed to a new street “Apple Road”. The developer has installed the drainage, water lines, and sewer lines. The base of the road has been completed. A sidewalk is to be installed on one side of Apple Road, but not on Lyman Terrace.

The fourth house appears to be nearly completed – it is for sale.

December, 2010 Meeting Comments: Conservation Administrator Janice Stone indicated that issues remain regarding the “no disturbance zone”. These issues related to the current owners of two of the houses, not the developer.

2. Mountainbrook – Mountainview Street and Westbrook Road

Number of Building Lots: 52

Percent Infrastructure Completed: 55%; Percent Housing Units Completed: 30%

Date Special Permit Expires: **The project (subdivision infrastructure) has been substantially completed; therefore, the expiration provision does not apply.**

Significant Issues: **None known at this date**

Performance Guarantees: The Planning Board holds several Performance Guarantees on this project:

- a Letter of Credit for the detention basins,
- a \$300,000 Tri-Party Agreement on Phase 1,
- a \$132,000 Tri-Party Agreement on a portion of Phase 2, and
- two Covenant Agreements on differing portions of Phase 2

Note: The Covenant Agreements do not permit any construction on the lots in Phase 2.

Nineteen (19) houses (including 37 Westbrook Road) appear to be completed, another five (5) houses appear to be in various stages of completion, and a few lots appear to have been cleared as of December 17, 2010.

December, 2010 Meeting Comments: Conservation Administrator Janice Stone stated that they have issued a third enforcement order of 2010 and noted that the developer's new consultant questioned the design of the basin, in particular in regards to the plantings and the rip rap/forebay. Town Engineer Yem Lip stated that the guardrail over the "bridge" appears to be leaning. Jeff Cyr, Water Superintendent for Fire District Number One and Mark Aiken, Water Superintendent for Fire District Number Two commented that the valves have been paved over and need to be raised before the final paving is undertaken.

3. Shadowbrook Estates – Baker Street - *No Change since July 2009 meeting*
Number of Dwelling Units: 36
Percent Infrastructure Completed: 100%; Percent Housing Units Completed: 94%
Date Special Permit Expires: **The project has been substantially completed; therefore, the expiration provision does not apply.**
Significant Issues: **None known at this date.**

Description/Comment: This development involves the addition of 36 new condominium dwellings (in 18 duplexes) to the Shadowbrook Estates development which began in the 1980's. No additional dwellings are anticipated to be added to Shadowbrook Estates once this phase is completed.

The developer has installed all of the utilities inclusive of the drainage system. Thirty-four (34) units are completed and two (2) are substantially finished (Certificates of Occupancy are still pending).

Issues regarding this project: More plantings may be necessary to address the Conservation Commission's concerns.

December, 2010 Meeting Comments: Conservation Administrator Janice Stone stated that there are still outstanding issues regarding the plants in the detention basin and permanent monumentation of the wetland boundaries.

4. Oakley Estates – Dino Marinello – Lathrop Street
Number of Building Lots: 6
Percent Infrastructure Completed: 95%; Percent Housing Units Completed: 83%
Significant Issues: **None known at this date**
Performance Guarantee: \$4,725 Letter of Credit.

Description/Comment: This project includes development of 5 new single-family building lots (a pre-existing house was renovated and left on a separate lot) and construction of Oakley Drive. To date, the developer has installed all of the utilities, drainage, and completed the base course of the roadway. Four (4) new houses have been completed and the renovations of the existing house have been completed. A house appears to be substantially completed on the one remaining lot.

The developer submitted an "As-Built" plan. However, comments from the Water Department and DPW demonstrated that the plan was incomplete and inadequate.

The developer recently inquired as to the remaining items to be completed. Using the Performance Guarantee calculation received from the Town Engineer in February 2010, the developer was told that the primary items were the as-built plans and bounds and monuments. Subsequently, the Town Engineer informed the Town Planner that a sewer connection also needed to be made and this information was passed along to the developer.

December, 2010 Meeting Comments: Town Engineer Yem Lip reiterated that the sewer connection and as-built plans need to be completed.

5. Stonybrook Village Residential – Phase I & II – Newton Street opposite White Wing (32 new condominium units in Phase I and 4 new condominium units in Phase II) –
Number of Dwelling Units: 36
Percent Infrastructure Completed: 60%; Percent Housing Units Completed: 17%
Date Special Permit Expires: **June 2013 (extended in 2009).**
Significant Issues: **None known at this date**
Performance Guarantee: The Planning Board holds an Irrevocable Standby Letter of Credit in the amount of \$95,000 for the drainage improvements.
Description/Comments: This development consists of 36 condominium dwellings, to be constructed in either in a “quad” arrangement or duplexes. Some of the utilities and roadway improvements have been completed.

The developer has indicated a desire to build some detached dwellings in lieu of some of the quad and duplex structures originally proposed. The Planning Board approved some alternative building designs at its February 22, 2010 meeting.

Ten (10) dwellings in two quads and one duplex appear to be completed as of **December 17, 2010**. Site work is progressing for installation of infrastructure for the remaining portions of the development. Construction is progressing on three of the newer models at the end of the cul-de-sac.

December, 2010 Meeting Comments: Building Commissioner Steve Reno stated that one of the newer units has been completed. Conservation Administrator Janice Stone stated that they issued an enforcement order due to siltation issues.

6. Annafield Estates – Stewart Street–
(4 new building lots)
Number of Building Lots: 4
Percent Infrastructure Completed: **80%**; Percent Housing Units Completed: **25%**
Significant Issues: **None.**
Performance Guarantee: The Planning Board holds a Cash Performance Guarantee in the amount of \$4,950. The developer has until November 2010 to complete the remaining work.

Description/Comments: This subdivision involves the extension of Stewart Street by creation of 4 new single-family building lots around a new cul-de-sac. One house has been completed, ***another appears to be substantially completed, and a third house is under construction.*** All of the utilities and drainage systems have been installed and the base course of the roadway has been completed.

December, 2010 Meeting Comments: Building Commissioner Steve Reno stated that the third dwelling is in the “rough-in” stages.

7. Granby Road Condominiums – Jacob’s Edge/Home Improvement Associates, LLC – Granby Road @ Lorraine Avenue – Special Permit/Form H Plan–
Number of Dwelling Units: 25
Percent Infrastructure Completed: 70%; Percent Housing Units Completed: 24.00%
Date Special Permit Expires: **March 2014.**
Significant Issues: **None appear to be outstanding.**
Performance Guarantee: The Planning Board holds a Letter of Credit in the amount of \$155,000 for the drainage and related improvements. The amount of the LOC is 10% above the amount recommended by the Town Engineer. The LOC is limited to drainage work.

Description/Comments: This project involves construction of 25 new condominium dwellings in a combination of duplex and triplex arrangements. The developer has “cut” the driveway for a portion of the development and installed a portion of the utilities including a detention basin. The Special Permit for this project was granted (subject to numerous conditions) on March 3, 2008 and the decision was filed with the Town Clerk on March 19, 2008. No appeal was filed.

On February 22, 2010, the Planning Board granted a 2-year extension of the Special Permit subject to conditions regarding the western buffer. No appeal has been filed. The developer has run into obstacles with the NHESP regarding installation of part of the fence along the western buffer. If the western buffer is completed by July 1st, the Board does not see a need to screen a “construction staging area”.

The Planning Board has determined that all but one of the plants in the required landscaping has been installed and the site is sufficiently stabilized. As requested by the developers, the Planning Board has approved addition of sun rooms to some of the unbuilt units provided it does not impact the buffer or setback areas and complies with conditions.

Five (5) dwellings are completed and occupied. Sales are pending on three additional dwellings. Foundations have been constructed for two more dwellings (one of which has been sold). ***A mound of dirt has been stockpiled behind the constructed dwellings parallel to Granby Road.***

December, 2010 Meeting Comments: None.

8. Knight's Machine and Tool Expansion – Industrial Drive– *No Change since July 2009 meeting*

Size of Building: 7,440 square feet (addition)

Percent Infrastructure Completed: 0 %

Significant Issues: None at this time.

Performance Guarantee: None required.

Status: The Planning Board granted approval of the Site Plan on August 11, 2008. No appeal is provided for a Site Plan Review.

Status: The project including all site work appears to be completed.

December, 2010 Meeting Comments: Building Commissioner is waiting for Certificate of Occupancy paperwork.

9. Lower Riverside Park/HG&E – Main Street

Status: Planning Board granted approval on **September 27, 2006.** An earth removal permit was required for this project since the project involves alteration of grades and no building permit is involved with this project.

While the applicant submitted a revised plan and Mass. NHESP approved the project, that plan and approval did not address vista pruning. The Intervenor Status Committee reviewed the revised plan and met with the project consultant to clarify aspects of the plan.

The Conservation Commission approved the plans at its December 17, 2007 meeting. HG&E filed an appeal of the Commission's Order of Conditions. DEP initiated a MEPA review as part of their consideration of the appeal. An on-site MEPA meeting was undertaken on Wednesday August 20, 2008. Subsequently, the EOEEA determined that a formal Environmental Impact Report was not required. MADEP subsequently issued a Superceding Order of Conditions for Lower Riverside Park.

HG&E submitted a request to FERC to extend the deadline for completion of the Lower Riverside Park and Gatehouse Park until the end of June 2010 due to delays in the State permitting of the Lower Riverside Park and delays in the Texon Building.

Development of Lower Riverside Park has become intertwined with the Texon Building demolition and development of the Upper Gatehouse Park.

HG&E began site work the week of April 19, 2010. Project appears to be completed, but HG&E has indicated that they will not open the park until the Texon issue is resolved.

December, 2010 Meeting Comments: Due to HG&E's position, it is unclear when the park will open. Conservation Administrator Janice Stone inquired as to the new FERC deadline for completion of the Lower Riverside Park and Gatehouse Park.

Town Planner Richard Harris indicated he would find out the new deadline – probably June 2011.

10. Pat Springs ANR Plans – Riverlodge Road–
Number of Prospective Building Lots: 18
Significant Issues: As an Approval Not Required (ANR) Plan pursuant to State Law – Chapter 41, Sections 81L and 81P, the Board was limited to reviewing and determining whether the prospective lots have adequate frontage on a public way.

Status: At its January 26, 2009 meeting, the Planning Board voted 4-0 to endorse the two ANR plans. The Board members determined that the applicant had sufficiently demonstrated that the existing roadway is suitable and adequate for the proposed development.

December, 2010 Meeting Comments: Building Commissioner Steve Reno stated that one house has been completed – issued a Certificate of Occupancy. He also stated that the houses are using propane. Town Engineer Yem Lip expressed concern that the housing development will create drainage issues. Town Planner Richard Harris stated that, unfortunately, under the ANR process, there is no opportunity to address the drainage issues as there is under a subdivision process – however, he will review the application of the Stormwater Management Bylaw.

11. Edward Lemelin-Joshua Generation Church – 616 Amherst Road
Request for Site Plan Review approval to construct an addition to the rear (north side) of the church.
Date Site Plan Approval Expires: May 11, 2012
Significant Issues: **This is a church which is subject only to “reasonable regulations” under Chapter 40A, Section 3, MGL. There are no significant issues related to the limited matters which the Planning Board may regulate. However, District #2 Fire Chief and the Public Health Director have raised issues regarding the possible presence of a “kitchen” and the septic system.**
Status: Application was approved with conditions on May 11, 2009 by the Planning Board. There is not any appeal period.

December, 2010 Meeting Comments: Building Commissioner Steve Reno stated the project has been completed.

12. 37 Lyman Street Apartments – Phase 2 – 37 Lyman Street – Special Permit/Form H Plan–
Number of Dwelling Units: 4
Percent Infrastructure Completed: %; Percent Housing Units Completed: %
Date Special Permit Expires: June 2014.
Significant Issues: None.
Performance Guarantee: None.

All four dwellings appear to be substantially completed.

December, 2010 Meeting Comments: Work is progressing. Building Commissioner Steve Reno indicated that he anticipated two of the dwellings being completed in the early part of 2011.

13. Southern Plains Condominiums – Gene Os, et al – Granby Road @ Route 33 –
Special Permit/Form H Plan –
Number of Dwelling Units: 6
Percent Infrastructure Completed: 0%; Percent Housing Units Completed: 0%
Date Special Permit Expires: **June 2014.**
Significant Issues: **Status of Performance Guarantee.**
Performance Guarantee: Covenant Agreement as an interim guarantee.

After the Planning Board granted approval for the project, the Tree Warden indicated that the maples need to be removed because they are invasive. The Planning Board's approval was based on a landscaping plan which included the maples. However, the Planning Board has determined that the landscaping plan it approved will be the one followed for this project.

The Planning Board set the Performance Guarantee at \$100,000 and agreed to accept a bond. Endorsement of the Form H Plan is pending receipt of a copy of the Performance Guarantee Bond.

The developer has requested that the Planning Board waive the requirement for a Performance Guarantee as 1) he has been unable to obtain a bond and 2) he does not feel the project poses any risk to the neighboring properties. This request was discussed at the October 18, 2010 Planning Board meeting. ***At that time, the Planning Board agreed to accept a Covenant Agreement subject to various conditions including that before a CO is issued on any units and before work is begun on the third duplex, the developer would need to post the \$100,000 financial guarantee.***

The developer has indicated that he is not going to be able to proceed with the project.

December, 2010 Meeting Comments: None.

14. Pleasant Street Auto et al Site Plan Review – 650 New Ludlow Road
Request for Site Plan Review approval to convert largely vacant industrial building into use as a fuel company, towing service, automotive garage, and vehicle storage facility.
Date Site Plan Approval Expires: **June 14, 2011 (if work has not commenced)**
Significant Issues: **The Conservation Administrator raised issues regarding the potential impacts of the use on the adjoining Bynan Conservation Area and wetlands. Those concerns were addressed by the Planning Board in its decision.**

Status: Application was approved with conditions on June 14, 2010 by the Planning Board. There is not any appeal period. The property appears to have been converted as proposed and is in use as approved.

December, 2010 Meeting Comments: Project is complete.

B. Projects approved by Planning Board, but not initiated

1. Stonybrook Village Commercial – Newton Street opposite White Wing – ***Family Pizza***

Status: (See “Stonybrook Village Residential” above.) The developer installed drainage lines and some additional utilities for development of this site when the initial infrastructure and site work were undertaken for the “Stonybrook Village Residential”.

Family Pizza has indicated they wish to relocate to this site. Over the past several months, in accordance with the 2006 Site Plan Review decision, the Planning Board has 1) determined that further site plan review is not required provided the developer stays within the approved footprint and conforms to the other conditions of the decision and 2) determined that the proposed restaurant meets the standards set for in the 2006 Site Plan Review decision. The developer has indicated a slight addition to the building from what was presented to the Planning Board in September/October 2010. However, this 128 square foot increase and other minor changes still conform to the 2006 Site Plan Review decision. Therefore, no further action by the Planning Board is required.

December, 2010 Meeting Comments: None.

2. Ethan Circle Subdivision – Hadley Street – Preliminary Subdivision Plan – ***No Change since July 2009 meeting***

Status: The Planning Board granted approval of the Preliminary Plan at its May 9, 2007 meeting. The decision was filed with the Town Clerk on **May 11, 2007**. There is no appeal period for a Preliminary Subdivision Plan. The developer is to prepare a Definitive Plan submittal based on the conditions stated in the Preliminary Plan.

December, 2010 Meeting Comments: None.

3. EInk expansion – Gaylord Street

EInk is proposing to undertake a 3,200 square foot expansion of the enclosed building in the area of the existing 6-bay loading dock. This expansion will involve eliminating 2 or 3 of the existing bays. The Planning Board waived Site Plan Review for this project at its meeting on December 13, 2010.

December, 2010 Meeting Comments: None.

C. Projects pending before Planning Board

1. **Mount Holyoke College Public Safety Building.** Mount Holyoke College submitted plans for Site Plan Review to construct a 3,300 square foot public safety office behind 3 and 8 Park Street.

Deadline for Comments: Comments were due from departments on December 13, 2010

Public Hearing: The Planning Board began the public hearing on December 13, 2010 and continued the public hearing until January 10, 2011.

Issues: The principal issue relates to landscaped screening plans for the north side of the property.

December, 2010 Meeting Comments: Discussion about the cost and difficulty of the water connection as the DPW (due to the recent resurfacing of the roadway) will not allow opening of the Park Street pavement for the utility work – except in emergency situations.

D. Projects anticipated to be submitted for Planning Board Review

1. **Multi-family units (Special Permit) – Ferry Street.** Representatives of Ferry Street Nominee Trust (Ed Ryan and Lee Marion) met with the Planning Board in an informational meeting on June 7th to discuss a proposed 31 unit condominium development to be located on Ferry Street. They are also scheduled to meet in an informational meeting on this same project on June 28th. At the June 7th meeting, there were indications that they would like to submit the Special Permit request in time to begin site work during the 2010 construction season.
2. **Flag Lot off College Street (Special Permit).** Representatives of the owners of 108 College Street have indicated they plan to apply for a Special Permit to create a Flag Lot for a single family residence. However, another developer has also expressed interest in redeveloping this site for independent living facilities.
3. **Wood Avenue Duplex.** The owner of an existing duplex on Wood Avenue is considering requesting a Special Permit to add one or two more dwellings to the property.
4. **McKinley Quad.** The owner of an existing multi-family property on McKinley Avenue is considering requesting approval to add another triplex or quad to the site.

December, 2010 Meeting Comments: None.

E. Other Projects of Interest

1. South Hadley landfill expansion – December, 2010 Meeting Comments: Town Engineer Yem Lip stated that the berm is being installed, the Landfill’s Horizontal expansion is still up in the air, and Pay as You Throw goes into effect in July 2011. Town Planner Richard Harris and Conservation Administrator Janice Stone inquired about the division of the property between Conservation Land and the Landfill site due to the ambiguity of the Town Meeting actions to date. Town Engineer Yem Lip stated that the operator has identified, generally, the location for the horizontal expansion. Town Planner Richard Harris noted that Jennifer Soper of the EOEEA had stated that this new division needs to be approved by the EOEEA and should be

approved by Town Meeting since it needs to be recorded in the Registry. This is not a quick step and will take some time to get all of the approvals in time for the May 2011 Town Meeting. Public Health Director Sharon Hart also noted that the Board of Health has been given responsibilities for Transfer Station permits.

2. South Hadley Falls development interest (concerns about the floodplain impacts, Texon, local expansions) –
3. Current Community Development Block Grant projects – Canal Street, Senior Center, and School Street – December, 2010 Meeting Comments: Fire District Number One Water Superintendent Jeff Cyr inquired about the time table for correcting the water service issues. Town Engineer Yem Lip stated it would be done in Spring 2011. Jeff Cyr noted that the retainage is to be held until the water service issues are resolved to his department’s satisfaction.
4. New Community Development Block Grant application. – December, 2010 Meeting Comments: Town Planner Richard Harris stated the application for \$998,000 was submitted on schedule by the PVPC.
5. New Library – December, 2010 Meeting Comments: Town Planner Richard Harris stated that the Town is undertaking its Due Diligence responsibilities. He noted that the FiberMark building is in better shape than expected.
6. New School
7. East Street (311-325) – Complaints - December, 2010 Meeting Comments: It was noted that the Conservation Commission has been addressing a wetlands issue. A complaint about drainage was recently received by the Town.
8. 351 East Street – Housing Authority is interested in developing this property for affordable housing. There have been some comments that the site may have contamination issues. Tighe & Bond has completed the Environmental Assessment.
9. 36 Bridge Street – the blue tarp building
10. 297 Granby Road – Zoning Complaint
11. East Street (Houle Contracting) –
12. Village Commons parking deck
13. 400 River Road – change in bedroom requires change in septic. - December, 2010 Meeting Comments: Public Health Director Sharon Hart indicated that a new septic system is being installed.
14. Municipal buildings – Town Hall roof, energy audits, etc. - December, 2010 Meeting Comments: Town Planner Richard Harris noted that Siemens will begin their intense Investment Grade Audit of the Town buildings very shortly. The Water Superintendents and Fire Chiefs from both districts (Jeff Cyr, Mark Aiken, Brian McClafflin, and David Keefe) inquired as to why the districts were not included. Town Planner Richard Harris indicated that the districts were not included because of their separate governing and taxing status; however, he indicated he would contact the consultants and see if there is a way to have the districts included.
15. **Brainard Street sidewalks** - December, 2010 Meeting Comments: Conservation Administrator Janice Stone noted that the DPW has issued a bid specification for this project with sidewalks but has not sought Conservation Commission, MassDepartment of Environmental Protection (MDEP), Natural Heritage and Endangered Species Program (NHESP) review and approval. She inquired how the DPW could undertake awarding a bid without knowing the conditions of

Conservation Commission approval for the work. There was discussion as to whether such conditions would drive up the cost or even preclude the project. Town Engineer Yem Lip stated that this is not a problem due to the contract's unit pricing. Fire District Number One Water Superintendent Jeff Cyr noted that he was notified of the "pre-construction meeting" 2 days before the meeting and the gas company was notified 1 day before the meeting. While the Water Department would like to do work on the water main before the road work is undertaken, the June 2011 deadline for completing the work and having the site settle makes such work impractical due to the lack of sufficient advance notice that the DPW was proceeding with this project at this time. District Number One Water Superintendent Jeff Cyr also stated that the Road and Drainage plan sheet he was handed on 2/26/2010 stated the project on Brainerd St. was "tentative" and if a copy of that sheet was needed, he would provide it. Jeff also felt that notification should have been given to the Water Department and Gas company to mark all the water and gas related appurtenances in order to incorporate on the construction drawings.

F. Inactive Projects:

1. Pettengill Office/Condominium Project – Newton, Camden, and Lyman Streets – *No Change since July 2009 meeting*

Number of Dwelling Units: 6 and an office building

Percent Infrastructure Completed: 100%; Percent Housing Units Completed: 67%

Date Special Permit Expires: *The project has been substantially completed; therefore, the expiration provision does not apply.*

Significant Issues: *None known at this date*

Description/Comment: This project included construction of 6 new condominium dwellings (in 3 duplexes) and a new bank/office building. To date, the developer has installed the entire infrastructure including the utilities and drainage. The bank/office building has been completed. Four of the condo units appear to be completed and occupied. It is unknown whether the developer will build the additional 2 dwellings.

December, 2010 Meeting Comments: None.

2. Drybrook Village Condominium Project – Hadley Street – *No Change*

Number of Dwelling Units: 36

Percent Infrastructure Completed: 0%; Percent Housing Units Completed: 0%

Date Special Permit Expires: *No work has been initiated on this project. The Special Permit lapsed; however, the State Legislature appears to have resuscitated lapsed permits and granted a two year extension as part of the Economic Development Act in August 2010. Therefore, the Special Permit for this project appears to lapse again in early 2011.*

Significant Issues: *None known at this date*

Description/Comment: This project included construction of 36 new condominium dwellings (in 18 duplexes).

December, 2010 Meeting Comments: None.

G. Other Topics and New Regulations

- 1.) *New Special Permit Rules and Regulation – adopted December 13, 2010*
- 2.) *Zoning Bylaw Revisions – work to begin in early 2011 (consultant)*
- 3.) *Design Review Bylaw – preliminary work to begin in early 2011 (consultant)*
- 4.) *New sign regulations – aiming for Fall 2011 Town Meeting*
- 5.) *Subdivision Regulations – aiming for adoption in 2011*

December, 2010 Meeting Comments: Town Planner Richard Harris stated that the new sign regulations would take considerable effort. However, he also indicated that he would anticipate the new sign regulations to be more supportive of commercial development, such as multitenant sites, than the existing regulations.

6.) Next Meeting: Monday, February 14, 2011

Attendance

Department/Board/Agency	Representative	12-20-10 Attendance
Board of Health	Sharon Hart	Present
Building Commissioner	Steve Reno	Present
Conservation Commission	Janice Stone	Present
DPW	Jim Reidy	Excused
DPW Town Engineer	Yem Lip	Present
Fire District 1 – Fire	Brian McClafflin	Present
Fire District 1 - Water	Jeffrey Cyr	Present
Fire District 2 - Fire	David Keefe	Present
Fire District 2 - Water	Mark Akin	Present
SHELD	Wayne Doerpholz or Andy Orr	Absent
Town Planner	Richard Harris	Present
Town Administrator	Paul Beecher	Excused
Pizza/Beverages By:	Richard	