

Minutes of a Meeting of  
The Brick Township Municipal Utilities Authority held on

**January 28, 2016**

**1. SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**2. OPENING STATEMENT**

Following the salute to the flag, Ms. Sylvester read the opening statement as follows: *"This meeting is being conducted pursuant to the Open Public Meetings Act, being Chapter 231 of the Laws of 1975. In accordance with the requirements of this law, a Meeting Notice was published on February 7, 2015 in the Asbury Park Press. Similar Notice was given to the Clerk of the Township of Brick and placed on the bulletin board maintained for this purpose by the Authority.*

**3. ROLL CALL**

Members Present

Thomas C. Curtis  
James Fozman  
Joseph D. Grisanti  
Gregory Flynn  
George Cevasco  
Allan E. Cartine  
Susan Lydecker

Also Present

Stephen T. Specht, PE  
Joseph Maggio, PE  
Frank Planko, CFO  
Gary Vaccaro  
Nick Montenegro  
Chuck Fallon  
Chris Theodos  
Marie Sylvester

Chairman Cevasco stated, "At this time I would like to welcome our two newest commissioners, Susan Lydecker I have known for several years and Mr. Grisanti is an attorney. I would like to welcome both."

**4. Adoption of Directors' Reports**

Comm. Fozman made a motion to adopt the Directors' Reports. Seconded by Comm. Curtis.

AYES: Commissioners Curtis, Fozman, Grisanti, Cartine, Cevasco  
NAYS: None  
ABSTAIN: None

**5. APPROVAL OF MINUTES**

December 21, 2015  
October 28, 2013 Exempt

Comm. Fozman made a motion. Seconded by Comm. Cartine.

AYES: Commissioners Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: Comm. Curtis – October 28, 2013, Grisanti, Cartine – December 21, 2015

**6. CORRESPONDENCE**

Chairman Cevalasco stated, “We have a thank you note from Carol Gundel. Her mom passed away. Her mom was a secretary for the business administrator at the School Board for I don’t know how long. One of the nicest people you ever want to meet. I am sorry to see her pass.”

**7. BILL RESOLUTION**

Comm. Curtis read the Bill Resolution dated January 28, 2016 in the total amount of \$2,011,826.40 as follows:

Total Operating Vouchers:	\$	438,023.77
Total Payroll:		1,123,260.29
Total Capital Vouchers:		417,422.05
Escrow:		-0-
Total Bill Resolution	\$	2,011,826.40

Comm. Fozman made a motion to approve the Bill Resolution. Seconded by Comm. Cartine

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

**8. TREASURER'S REPORT** - *Commissioner Cartine*

Comm. Cartine read the Treasurer’s Report balances for the month ending December 31, 2015 as follows:

**Unrestricted Funds:**

Total Revenue Funds:	\$	16,663,046.43
Total General Funds:		3,652,388.44
Total Unrestricted Funds:		20,315,434.87

**Restricted Funds:**

Rate Projection Maintenance Fund:	3,276,160.62
Working Capital Fund:	462,854.21
NJEIT Processing Fund:	226,296.50
Series 2014A Project Bonds:	
Series 2015A Project Bonds:	5,813,134.98
Total Bond Funds:	8,052,294.28
Total Other Restricted Funds:	1,500,941.82
Total Restricted Funds	19,331,682.41

Total of All Fund Accounts:

39,647,117.28

Comm. Cartine made a motion to approve the Treasurer's Report. Seconded by Comm. Curtis

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco

NAYS: None

ABSTAIN: None

## **9. DEVELOPER APPLICATIONS**

### **9.1 Preliminary Applications - No Further Action Required**

2175 Mr. Russell Hewitt, Minor Subdivision, 497 Ellison Drive,  
Preliminary, NFA, 2 Residential Units

Director Specht advised, "Application No 2175 Mr. Russell Hewitt. It is a minor subdivision. This developer application entails the subdivision of a 10,000 square foot lot into two 5,000 square foot lots on the barrier island. The existing home that was on the 10,000 square foot lot has been demolished and the applicant is required to install one new sewer lateral to the new lot and will utilize the existing lateral from the abandoned building house for the other lot. I would recommend approval."

Comm. Curtis made a motion to approve this application. Seconded by Comm. Cartine.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco

NAYS: None

ABSTAIN: None

### **9.2 Other Applications**

2176 Mrs. Carol Mazzocchi, Bay Shore, LLC, 393 Route 35 SB Residential  
Sewer Connector w/Ejector Pump Station, Route 335 SB, Preliminary  
& Final, 1 Residential

Director Specht stated, "Application 2176 for Mrs. Carol Mazzocchi of Bay Shore, LLC is for 395 Route 35 Southbound. It is a preliminary and Final. It is a lot that they are going to build a new home on, however there is no a sanitary sewer main in front of the lot. They will be required to build an ejector station that they will own and operate and maintain and they will also be required to obtain the necessary NJDOT permits for Route 35 as well obtaining an easement from the property just north of their property so they can tie into our existing sanitary sewer main. I would recommend approval on this.

Comm. Curtis made a motion to approve this application. Seconded by Comm. Fozman.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco

NAYS: None

ABSTAIN: None

### 9.3 Release of Performance Bonds

#### **10. UNANTICIPATED/EMERGENCY CAPITAL EXPENDITURES - NONE**

#### **11. CUSTOMER ACCOUNTS RECONCILIATIONS**

Director Planko stated, "First we have a one-time credit for an Account No. 23010182-0, 19 Arlene Court, Pulvemacher. That particular credit we are going to discuss in closed session. The next page we have one sewer credit for Account #23004377-0, 50 Adriana Court, Vocaturo. They had a leak under the slab. The usage rose to 256,000 gallons while the average is 6,000 gallons. Resulting in a credit in the amount of \$2,052. As I always do mention to the Board especially since we have new commissioner, in the cases of these sewer credits the water does not enter into the collection system therefore we don't get charged by the OCUA and it has no financial impact on the Authority."

##### One Time Credit - Exempt

Account No. 23010182-0, 19 Arlene Court, Pulvemacher. A one-time credit is recommended in the amount of \$3,222.35 due to a leaking toilet. The read in question rose to 458,000 gallons while the average usage is 12,000 gallons. All repairs have been made and verified and the meter is in proper working order.

Chairman Cevasco stated, "At this time I'll go back to number 11 on the agenda, a one-time credit for 19 Arlene Court that was discussed in exempt session and I'd like to have a motion to accept the recommendation of Director Planko in the amount of \$3,222.35."

Comm. Fozman made a motion to approve this action. Seconded by Comm. Grisanti.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevasco  
NAYS: None  
ABSTAIN: None

##### Sewer Credit

Account #23004377-0, 50 Adriana Court, Vocaturo. A sewer credit is recommended in the amount of \$2,052.10 for a leak under the slab. The quarter in question rose to 256,000 gallons while the average usage is 6,000 gallons. All repairs have been made and verified and the meter is in proper working order.

Comm. Fozman made a motion to approve this action. Seconded by Comm. Curtis.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevasco  
NAYS: None  
ABSTAIN: None

#### **12. CONTRACT CLOSE-OUTS**

##### **a. Moses Milch Drive Stormwater Retrofit**

Director Maggio advised, "We are requesting authorization to close out the contract for the Moses Milch Drive stormwater retro fit. The work was completed at the end of December and as you know this was one of our watershed grant funded projects and we will be going into the maintenance phase of the project."

Chairman Cevalco asked, "I know where the project is and where it is at..."

Director Specht advised, "It is for the contractor Down To Earth Excavating."

Director Maggio advised, "Yes it is for the plantings and as we discussed there is a maintenance bond in place for those plantings. For the first two years of the contract we have taken responsibility for the maintenance of the basin, but all of that maintenance work and the cost of that maintenance work will be reimbursable through the grant so we can make sure for at least the first two years that the basin is maintained very well."

Comm. Flynn stated, "I don't know if you saw the email, but the engineer was going to follow up and determine that at some point if there was any fault into the flow factor that will be taken care of."

Director Maggio advised, "It has already been taken care of. There was one area where there was some erosion and there was a great deal of specially made soil mix there and because this happened in the fall before the plantings were able to develop an adequate root structure. There has been some erosion or some shifting of that sand."

Chairman Cevalco stated, "I think the original concern was not so much about the erosion as to where it was and how it would impact the fence."

Director Maggio replied, "Exactly one of the areas was getting very close to within two feet of the fence. I have to give a lot of credit to our Buildings and Grounds guys. I know Director Specht, myself and the engineer and Rob Karl went out there right before the storm about a week ago and within a day our crews were out there and did an excellent job getting it all back together."

Comm. Flynn asked, "Is the engineer going to address all of the material going down to the outflow?"

Director Maggio advised, "Yes. Their recommendation was to revisit the basin in the spring. They would do an inspection and make recommendations as to if there needs to be any excavation at the outflow and relocation but that can all fall under maintenance."

Comm. Flynn asked, "What about the plants themselves?"

Director Maggio replied, "One of our inspectors has been going out there periodically. For the most part if a plant becomes dug up he will replant it but the actual viability of the plants if they do die is the responsibility of the contractor under the maintenance bond."

Comm. Curtis made a motion to approve this action. Seconded by Comm. Fozman.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

### **13. AUTHORIZATION TO EXPEND APPROVED FUNDS**

#### **a. Annual Renewal of ESRI ArcGIS Software Maintenance Support Contract**

Vendor: ESRI ArcGIS

Amount: \$23,136.00

Funding Source: Operating Account 90066-8703

Director Vaccaro advised, "This is for the annual renewal of our ESRI ArcGIS Software Maintenance Support Contract and the vendor is ESRI GIS and the amount is \$23,136.00 and it is out of operating account 90066-8703. This is for our software licensing support including upgrades, updates, technical support for our GIS software for our desktops, servers as well as our mobile ArcGIS iPad for a shared service agreement with Brick Township. Approximately 40% of the cost is shared with the Township and I would seek approval on this."

Comm. Cartine made a motion to approve this action. Seconded by Comm. Curtis.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: Comm. Fozman\*

*(\*Yes vote rescinded and changed to Abstention at the 2/22/16 Mtg.)*

#### **b. Network Software and Hardware Maintenance Agreement**

Vendor: Candoris

Amount: \$5,625.00

Funding Source: Operating Account 90059-8650

Director Maggio advised, "We are requesting authorization to expend approved funds for a network software and hardware maintenance agreement. The vendor is Candoris and the amount is \$5,625.00 and the funding source is Operating Account 90059-8650. I think as the Board knows over the last two years we have made significant upgrades and updates to our network infrastructure. Candoris has been one of the primary vendors supporting us throughout that effort. We continue to do more work primarily with an eye toward security and there is a lot of instances where Candoris will be tapping them to provide us support with configuring the network as we add firewalls, new hubs, new switches, new routers such as that and this will provide us 25 hours of support."

Comm. Cartine made a motion to approve this action. Seconded by Comm. Curtis.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

#### **c. Raw Water Intake Flood Proofing Electrical Work**

Vendor: Sun Electric

Amount: \$16,522.50

Funding Source: Capital Proj. No. 715001-715001A

Director Maggio advised, "This is the raw water intake flood proofing electrical work. The vendor is Sun Electric in the amount of \$16,522.50. The funding source is capital account 715001-715001A. We have done a lot of work to flood proof our raw water intake. If you recall during Hurricane Sandy we came very close to damaging some of the equipment because we did receive historic flooding at the intake. This is actually a grant funded project. I think the design was done in house by the Authority's Engineering Department and the Water Quality Department staff have been doing the actual waterproofing work down at the intake. This is the last phase of that project. We are actually looking to raise electrical panels to a higher elevation and disconnecting the electricity, raising the panels and reconnecting it and we are looking to hire a contractor, one of our primary contractors Sun Electric to do that work, but again all of this work is funded through an OEM Resiliency Grant."

Comm. Curtis made a motion to approve this action. Seconded by Comm. Fozman.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco

NAYS: None

ABSTAIN: None

#### **14. AUTHORIZATION TO SEND OUT BIDS, RFQ'S & RFP'S**

- a. Request for Proposal (RFP) for Professional Engineering Services Including Final Design, Bidding/Award, Construction Administration/Management/Inspection for the Replacement of the Asbestos Cement Pipe (ACP) Water Main on Dickinson Road, a Portion of Whitman Street and a Portion of Central Boulevard in Greenbriar I**

Director Specht advised, "What we are looking for is to issue a request for a proposal for the professional engineering services for the final design, bidding, award, construction administration management and inspection for the replacement of an asbestos cement water main on Dickinson Road a portion of Whitman Street and a portion of Central Boulevard in Greenbrier I. Back in November, the Board awarded a contract to Mathis Construction for the replacement of the sanitary sewer main within Dickinson Road. Based on our experience it is probably a good idea to replace the asbestos cement water also because there are concerns that once you undermine these mains that if you have to do that there could be some sheering of these mains. So what I am recommend we do is we will have to go out to a public bid on this because it would exceed any contract change order that we could issue to Mathis. I would recommend we utilize our consultant that we had on Dickinson, which is Maser Consulting and we would perform this work prior to doing the final paving on Dickinson Road and a portion of Central Blvd and Whitman Street. I would recommend we go out with an RFP. I could get the RFP ready and to our engineer by early next month. The preliminary design has been completed. It is a little over 500 feet of water main that has to be replaced and it is a good time to do it right now."

Comm. Curtis asked, "Do we have to go out to bid or can we just give it to our engineer?"

Director Specht advised, "I can issue the proposal. I need to get a contract from Maser to do the work and then I would bring it back to the Board to let them know what the cost for the design is and then we would advertise it publicly because the estimate for the construction exceeds the 20% allowable under the public contracts law if you wanted to issue a change order to our existing contractor."

Comm. Flynn asked, "And would the paving on that be adjusted from the single sewer trench to the full overlay?"

Director Specht replied, "That is correct. We were going to do a curb to curb overlay for the sewer main. I think that Mathis has a total bid amount of \$50,000 to do that final overlay that would be put on hold and either performed by Mathis at a later date or by our new contractor who did the water main work."

Comm. Fozman made a motion to approve this action. Seconded by Comm. Grisanti.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

**b. Authorization to Solicit Bids for Pipe and Appurtenances for Fiscal Year 2016/2017**

Director Vaccaro advised, "Items b, c & d are annual bids for fiscal year 2016/2017. The first one is our bid for pipe and appurtenances and water and sewer hydrant parts that are used by Field Operations. Those are inventory items. Last year we had three low bidders which are selected for 65 items. Just to let you know I was speaking to our attorney and we are looking at a threshold amount. If the aggregate amount of all these parts we are going to get is significantly lower than \$40,000 we won't need to go to formal bid. We can just basically get there quote as we do for all inventory items. We are currently looking at that and I would rather just go ahead and get authorization to do that, but there is a possibility that we may not need to go out to formal bid if we find that the total is significantly below \$40,000.00."

Comm. Curtis made a motion to approve this action. Seconded by Comm. Fozman.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

**c. Authorization to Solicit Bids for Road Patch Materials for Fiscal Year 2016/2017**

Director Vaccaro advised, "The next annual bid is for road patch materials, and road restoration repairer materials such as gravel, stone and asphalt. Last year we had seven items that were included and were awarded to five lowest bidders. I am seeking approval to go out to bid for that as well."

Comm. Cartine asked "What was the bid last year that we accepted?"

Director Vaccaro advised, "There were seven items. We had five low bidders for all the individual items. Some items for example were crushed stone was \$21.20 per ton, asphalt was like \$60.00 per ton, stabilized base, etc. It all varies depending on what you need."

Comm. Cartine asked, "Well what do we expect the cost to be this year total of all, just an



estimate?”

Director Vaccaro replied, “Honestly I am not sure but I am sure some of these costs could drop possibly.”

Director Specht replied, “We base it on a tonnage supply. I think our asphalt quantity is like 500 tons per year. Obviously you have base and top course and that generally runs between \$15 and \$80 per ton so it can be significant.”

Director Vaccaro added, “To give you some idea from last year I think the highest vendor we had was around \$10,000 that was asphalt paving. We had spent that for the whole year.”

Director Specht advised, “We are probably in the range of \$50,000 to \$70,000 per year for paving materials.”

Comm. Cartine stated, “And in your opinion you don’t think it is worth going out to bid?”

Director Vaccaro advised, “No this we are, the pipe and appurtenances because we may not use as many parts as we had last year.”

Comm. Cartine stated, “Ok I misunderstood you.”

Comm. Cartine made a motion to approve this action. Seconded by Comm. Curtis.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevasco  
NAYS: None  
ABSTAIN: None

**d. Authorization to Solicit Bids for Electrical Work for Fiscal Year 2016/2017**

Director Vaccaro advised, “The last item is an annual bid for selection of an electrical contractor to perform electrical work at our Authority sites. We typically award it to three low bidders and that becomes a pool we can use throughout the year.”

Comm. Curtis made a motion to approve this action. Seconded by Comm. Fozman.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevasco  
NAYS: None  
ABSTAIN: None

**e. Authorization to Solicit Bids for Annual FY 16/17 Treatment Chemical Bid**

Director Maggio advised, “We are requesting authorization to solicit bids for annual fiscal 16/17 treatment chemicals. We will be receiving bids for lime, aluminum sulphate, bioxide, caustic soda, carbon dioxide, chlorine and ammonia. This is our routine yearly bid and these are all treatment process chemicals.”

**f. Authorization to Solicit Bids for Annual Purchase of Zinc Orthophosphate**

Director Maggio advised, "This is also for a treatment process chemical. This is requesting bids for zinc orthophosphate and it has been reported to the Board. We started feeding it on a pilot basis in November to try to address our corrosion issues. The preliminary results that we got from household sampling have been nothing short of excellent. So we are anticipating using zinc orthophosphate for the foreseeable future. We are requesting this bid separate from the treatment chemical bid only because we want to enter into an agreement prior to fiscal year 16/17 - basically as soon as contract documents are in place anticipating that to be early March."

**g. Authorization to Solicit Bids for Installation of New Well Head for Well 11**

Director Maggio advised, "The next item is authorization to solicit bids for installation of a new well head for well 11. The well head for well 11 failed catastrophically in the fall of 2015. There was a power outage at the well and a sudden startup of the well. Basically this is a large heavy metal cast iron pipe and it shattered. It should be noted that this is the second time that we have had a failure of the well head at 11 in the last year. Although to repair the first instance we did opt to go with a used well head at a cost savings of 80% over a new well head. We had every reason to believe that would work but that did fail so now we would look to go with a new well head."

Comm. Flynn asked, "As we discussed in the meeting, the cause for these well head failures is that an issue that needs to be addressed with the new installation?"

Director Maggio replied, "We cannot diagnose what the actual cause was. Initially the first well head failure we did attributed to the well being 35 years old and sometimes they fail after a while. The second well head the age was unknown. Steve and I were also out there with the contractor that installed the well head and the contractor was adamant that there was really nothing wrong with it. It wasn't a used part because something was wrong with it was a used part that he had on his lot because he rebuilt a well and this was salvageable. We are expecting this to be about \$40,000 to \$50,000.00"

Comm. Flynn rejoined, "Again what I am concerned about is can we be confident that something else isn't contributing to the well head failure? We are going to put \$40,000 into it and there is a chance it will happen again. Is there any precaution we can take to prevent that?"

Director Maggio replied, "No. But we can be confident that this was just bad luck. However the circumstances that could have lead to this failure at the very least would have been a result of water hammer and water hammer could have been caused by an automatic valve closing too quickly or not opening fast enough. This does not allow us to operate the well to test and diagnose the valves so we would have to do an evaluation once this is installed of the valving before we put this into full operation. We won't just say this one will be fine..."

Comm. Flynn asked "Is the water hammer correctable?"

Director Maggio replied, "If it is an automatic celluloid valve that is closing prematurely or too late yes that could be fixed. So we would have to test all of our valving but we cannot test it now because we can't operate the well."

Chairman Cevalco stated, "What I would suggest if we look at using used parts like this again that some company do a magnaflux on it because it is cast and you could have a hairline crack and not see it."

Director Maggio responded, "Yes that is one of the things when went out to the site with the vendor we were trying to tell the vendor what are the odds that this would happen twice in this period. I was very disappointed that the vendor was not more willing to share some of the responsibility because it was his proposal to use the used part. He said *-well we can go new and it would be \$50,000 or we can go used and it will cost you \$8,000.00.*"

Comm. Flynn asked, "Who is going to install the new well head?"

Director Maggio replied, "Well this is going to be a bid process."

Comm. Flynn stated, "So there will be some responsibility on their part?"

Director Maggio replied, "Oh yeah there will be warranties, performance bonds, yet and I am sure we will put into the bid specs that the bidder do an evaluation of the water hammer. We wouldn't take that upon ourselves because then I think we wouldn't have a warranty."

Comm. Curtis stated, "I think we had this conversation that the chemicals are going to go a little bit crazy this year compared to last year. I think we all should know that ahead of time. If you looked at the report some of the chemicals were 266% higher than they were last year. I think we all should know that there will be more money going into the chemicals this year then there was in years past."

Chairman Cevalco stated, "We changed something."

Director Maggio replied "Basically we reverted. At the recommendation of one of our consultants that we hired to look at our corrosion issues, we reverted our chemical treatment process and turned back the clock to 2011. We were seeing a great deal of chemical cost savings as a result of some changes that we made in 2011. So it is not that chemicals now are costing us more now than they ever have but we are no longer saving money. We did increase our chemical budget by I think it was \$200,000 which is included in the budget."

Comm. Curtis stated, "That is a lot for chemicals that we didn't spend last year."

Director Maggio added, "It wasn't a matter of inefficiency or wastefulness but actually a change in the process."

Comm. Cartine made a motion to approve items, e, f and g. Seconded by Comm. Fozman.

AYES:	Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalco
NAYS:	None
ABSTAIN:	None

**15. EXEMPT SESSION**

*(Personnel, Contracts & Potential Litigation Only)*

At this point in the meeting, 7:33 p.m., Chairman Cevasco advised, "We are going into exempt session to discuss personnel and contracts with possible litigation."

Counselor Montenegro read the following resolution into the record, "Be it resolved that pursuant to Section 8 of the Open Public Meetings Act NJSA 10:4-12 permits the exclusion of the public from meetings in certain circumstances, and Whereas this public body is of the opinion that such circumstances exist. Now therefore be it resolved by the commissioners of The Brick Township Municipal Utilities Authority of the Township of Brick and the County of Ocean, State of New Jersey as follows: The public shall be excluded from discussion on the actions upon the hereinafter specified subject matter that being personnel. It is anticipated at this time that the subject matters will be made public if and when the need for confidentiality is no longer needed. Action may be taken. The resolution shall take effect immediately."

Comm. Cartine made a motion to go into closed session. Seconded by Comm. Fozman.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevasco

NAYS: None

ABSTAIN: None

At this point in the meeting, 8:27 p.m., on motion duly made and seconded and a unanimous vote in exempt session, the meeting returned to open session.

**16. ADOPTION OF PERSONNEL ACTIONS**

Chairman Cevasco stated, "I just want to let everyone know that we got 18 resumes for the Executive Director's position. I would ask that each commissioner come in and view all of the 18 and rank the top three. We can have a special meeting on March 21<sup>st</sup> to bring the top three individuals in to be interviewed by all the commissioners and then that night we should be able to make a decision as to the next executive director and have it on the agenda for the following week's regular Monday night meeting. I would ask that you come in and review them over the next couple of weeks and make your top three selections."

Comm. Grisanti asked, "Can they be distributed to us? I mean they can't be long resumes, two or three pages at most?"

Chairman Cevasco replied, "I would rather them not leave here until a selection is made."

Comm. Grisanti stated, "I just find it difficult to sit down in one sitting and go through 18 resumes, but if you want to keep them here I will do what I need to do."

Chairman Cevasco stated, "Yes I would prefer that they are here. They are not actual public documents until a selection is made."

Comm. Flynn asked, "And how long do we have to review them?"

Chairman Cevalasco replied, "Up until the 21st of March because in that period of time you should be able to come in and review them. It should be before then so we can notify the three finalists of the time that they will be interviewed. At this time I would like a motion to adopt the personnel actions."

Comm. Fozman made a motion to adopt the personnel actions. Seconded by Comm. Curtis.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco

NAYS: None

ABSTAIN: None

## **17. OLD BUSINESS**

## **18. NEW BUSINESS**

### **18.1 Discussion on Hourly Starting Salary Increase – Exempt**

Chairman Cevalasco asked Counselor Montenegro how to handle this.

Counselor Montenegro stated, "I think it would be a motion to increase the starting hourly wage for laborers at the suggested amount and then it would be a roll call vote."

Chairman Cevalasco stated, "That hourly rate is to rise from \$11.50 to \$12.50 and it was discussed in the Employee Development Committee meeting to raise the starting point for all employees at \$12.50 for all future employees."

Comm. Flynn asked, "There were four or so that we were going to adjust as well I thought."

Chairman Cevalasco stated, "That is something that we are going to have to discuss again."

Comm. Curtis made a motion to approve raising the starting salary to \$12.50 an hour for all future employees, effective February 1, 2016. Seconded by Comm. Fozman.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco

NAYS: None

ABSTAIN: None

## **19. RESOLUTIONS**

01-16 Approval of 2016/2017 Authority Budget Resolution – Water

Director Planko advised, "The first two resolutions that we have on the agenda are for the approval of our 2016/2017 Budget. I did send a package out to all the commissioners. Unlike municipalities the authority is not on a calendar year budget but a fiscal year basis for the new commissioners. Our fiscal year runs from April 1<sup>st</sup> to March 31<sup>st</sup> This budget would be in effect as of April 1<sup>st</sup> of this year. The budget this year is straight forward and very similar to our current year budget which is balanced at \$35.1 million dollars. We have annual services of a little over \$33 million which is basically the revenues that we collect from our customer base. We have three bulk customers. We have

Point Pleasant Beach and the Borough and we have Lakewood which we get revenues of about \$1.3 million in the budgets. Those revenues are very important to us. Without those revenues we would probably see a rate increase of over 4%. So those bulk customers are very important to us. As far as the expenses go, as usual we have seen an increase in expenses for both payroll and fringes in 16/17. We already discussed, and Joe Maggio did mention we included \$200,000 for chemical costs in the budget. We also have some expenses related to the solar project that we are working in conjunction with the Township on. Also on the expense side, we have seen a decrease in debt service expenses for two of our issues for 2006 and one of our NJEIT issues. The way it has worked out, the decrease in debt service costs offset the increase in the operating costs so therefore this is the fourth year the authority is not going to have a rate increase. I am looking at the capital budget, we talked about that a little bit earlier. We have a capital budget of \$14.2 million and almost half of it is associated with the generator project that we talked about. Again just because it is a capital plan that doesn't mean the money will be spent. All those projects have to go through the proper committees, whether that be the Construction Committee or Finance Committee and approved by the full board. We have that \$14.2 million allocated but it has to go through the approval process. I did include a complete outline of our capital projects. I think it is in Attachment C of my budget memo. This budget was discussed in its entirety at the January 14<sup>th</sup> Finance Committee meeting and I think we are set to go. Upon approval we will be sending it out immediately to DLGS (Division of Local Government Services) because it has to be there 60 days prior to the start of our fiscal year. The Finance Committee was happy with it and I'm very happy with it as well. I recommend we pass both these resolutions this evening."

Comm. Flynn asked, "On the personnel and benefits, it is going to be up \$480,000. Is that typical for each year? Is that a normal increase?"

Director Planko advised, "It is typical because as I outlined in my memo, the greater portion has to do with the 3% salary increase, plus we have two additional positions budgeted for the upcoming year. So that is the main reason."

Comm. Flynn asked, "My other question is why the solar project went from 0 to \$210,000?"

Director Planko replied, "This is the first year we are including the solar project expenses in the budget. This is the first year we are involved to that extent."

Comm. Flynn asked, "We were not involved in the solar project prior to this?"

Director Planko replied, "No it really kicked in I guess it was October or November of last year, long after we prepared last year's budget and those expenses also have a revenue offset. It is not much. And when we talk about personnel also there is a lot of positive things. We have the employee contributions which helps significantly keeping the payroll budget down and we also have the opt out program which assists significantly in keeping the costs under wraps as well."

Comm. Fozman made a motion to approve Resolutions No. 01-16. Seconded by Comm. Grisanti.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

02-16                    Approval of 2016/2017 Authority Budget Resolution – Sewer

Comm. Cartine made a motion to approve Resolutions No. 02-16. Seconded by Comm. Curtis

AYES:            Commissioner Curtis, Fozman, Grisanti, Cartine, Cevasco  
NAYS:            None  
ABSTAIN:        None

03-16                    A Resolution memorializing the execution of employment contracts  
Between Stephen T. Specht, PE, Deputy Executive Director and  
Director of Engineering/Operations and The Brick Township  
Municipal Utilities Authority

Counselor Montenegro stated, “This is a Resolution memorializing the execution of employment contracts between Director Specht as Director of Engineering and Operations and separate contact with regards to Deputy Executive Director as discussed in executive session and as the contracts appear attached to the agenda.”

Comm. Fozman made a motion to approve Resolutions No. 03-16. Seconded by Comm. Curtis.

AYES:            Commissioner Curtis, Fozman, Grisanti, Cartine, Cevasco  
NAYS:            None  
ABSTAIN:        None

Director Specht advised “Thank you gentlemen. I really appreciate that.”

04-16                    A Resolution for the Award of a Fair and Open Agreement with H2M in the  
amount of \$55,800.00 for Professional Engineering Consulting Services for the  
Condition Assessment of the Metedeconk River Water Main Crossings at Route  
70 and adjacent to the Raw Water Pump Station, the Beaver Dam Creek at  
Midstreams Road, Various 12” Diameter Stream Crossings throughout the  
Township of Brick and the Water Mains in Cedar Village on Honeysuckle Court,  
Impatiens Court and Orchid Lane; Capital Project No. 709001

Director Specht advised, “This is a resolution awarding a fair and open engineering agreement with H2M in the amount of \$55,800.00 for Professional Engineering Consulting Services for the Condition Assessment of the Metedeconk River Water Main Crossings at Route 70 and adjacent to the Raw Water Pump Station, the Beaver Dam Creek at Midstreams Road, Various 12” Diameter Stream Crossings throughout the Township of Brick and the Water Mains in Cedar Village on Honeysuckle Court, Impatiens Court and Orchid Lane; Capital Project No. 709001 and I would recommend award.

Comm. Curtis made a motion to approve Resolutions No. 04-16. Seconded by Comm. Cartine.

AYES:            Commissioner Curtis, Fozman, Grisanti, Cartine, Cevasco  
NAYS:            None  
ABSTAIN:        None

05-16           A Resolution for the Award of a Fair and Open Agreement with Suburban Consulting Engineer, Inc. in the amount of \$109,941.00 for Professional Engineering Consulting Services for the Condition Assessment Study of the Existing Water Mains on Cartagena Drive, Cadiz Drive, Valencia Drive and Monterey Drive and the Lagoon Crossing from East Granada Drive to Cartagena Drive in the Baywood Section of the Township of Brick; Capital Project No. 709001  
709001

Director Specht advised, "Resolution No. 05-16 is the resolution for a Resolution for the Award of a Fair and Open Agreement with Suburban Consulting Engineer, Inc. in the amount of \$109,941.00 for Professional Engineering Consulting Services for the Condition Assessment Study of the Existing Water Mains on Cartagena Drive, Cadiz Drive, Valencia Drive and Monterey Drive and the Lagoon Crossing from East Granada Drive to Cartagena Drive in the Baywood section of the Township. This also is funded under Capital Project no. 709001 and I would recommend approval."

Comm. Flynn asked, "Just out of curiosity is there any number that goes along with that assessment, like number of feet, etc. For example one is \$55,000 and the other is \$109,000 – does that have an equation in there that dictates these fees?"

Director Specht replied, "Yes actually the Cartagena it is over a mile of main that they will be doing."

Comm. Curtis made a motion to approve Resolutions No. 05-16. Seconded by Comm. Fozman

AYES:           Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS:           None  
ABSTAIN:       None

06-16           A Resolution for Approving and Authorizing Award of Contract to Thomas Controls, Inc. in the amount of \$5,218,625.00 for the William Miller Water Treatment Plant Generator and Electrical Improvements Project (Contract No. 711003)

Counselor Montenegro stated, "At this time, Resolution 06-16 which is a resolution to award a contract for the emergency generators upgrade at the water treatment plan to Thomas Controls, to the low bidder in the amount of \$5,218,625.00."

Comm. Cartine made a motion to approve Resolution No. 06-16. Seconded by Comm. Fozman.

AYES:           Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS:           None  
ABSTAIN:       None



07-16            Award of Meter Bids through end of FY 2016/2017 to Sensus Meters in the amount of \$421,425.00

Director Maggio advised, "Resolution No. 07-16 is a resolution awarding a bid for Sensus Meters equipment and appurtenances. The bid will be awarded to HD Supply Waterworks Limited in the amount of \$421,425.00 and this bid included a much larger number of meters. As we have discussed with the Board before, this is the first phase of our effort to do a significant replacement of all our meters that we have in the system. This is the first step."

Chairman Cevalco asked, "Is this also the base station or this is just meters?"

Director Maggio advised, "This is just meters, but these meters are completely compatible with the radio read system that we are looking at."

Comm. Cartine asked, "How many meters are getting here?"

Director Maggio replied, "We are purchasing 2500 3/4 "meters and 800 1" meters, however we did make it clear because this was a large amount that these were estimated quantities and we will only purchase what we need whether that is more or less than the 2500 estimated quantity. We are hoping at the very least to dedicate one of our meter personnel to just replacing meters and we haven't done that before but we are hoping to have that person alone install 2,000 meters this year. That is our goal."

Comm. Cartine asked, "Do you have a sequential plan in that are you going to replace the oldest meters our there first?"

Director Maggio replied, "Yes we will be doing it as much in order of oldest to newest as possible. As we have discussed some of our meters are quite old - in excess of 20 years in the system."

Comm. Cartine made a motion to approve Resolutions No. 07-16. Seconded by Comm. Curtis.

AYES:            Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalco

NAYS:            None

ABSTAIN:       None

08-16            Award of a Contract for Technical Support and Training for Water Quality Modeling to Maser Consulting, PA, for a Not to Exceed Amount of \$25,000.00

Director Maggio advised, "This is a resolution authorizing Maser Consulting PA to provide technical support and training for the Brick Utilities Water Quality model in an amount not to exceed \$25,000. A couple of years ago we built a calibrated hydrologic water quality model basin git on our GIS system and our staff is not well trained or proficient in the actual use and running of modeling scenarios. So Maser has offered to provide on-site training to give us that modeling proficiency. But I want to point out this is a not to exceed \$25,000.00 so really that training will only be conducted to the extent where we are able to take this role on ourselves and hopefully it will be less than \$25,000.00.

Chairman Cevalco asked, "How many people will be trained ultimately?"

Director Maggio replied, "We don't have a firm number but I'm expecting at least three to four

people to be participating in these training sessions.”

Comm. Flynn asked, “Does this have anything to do with the ASR Well 15 and monitoring wells?”

Director Maggio replied, “This is really modeling our distribution system. The plant itself and the ASR are really represented in the model as just a source of water. Our finished water pumps are the basis for some of the modeling calculations so whether it is the ASR or our water treatment plant or some of our Cohansey wells or deep wells that is all represented as one point source for the distribution system.”

Comm. Flynn continued, “Well the reason I am bringing that up is I wanted to have a discussion about the ASR well and the potential for very expensive monitoring wells. I didn’t know if this was a part of that or not.”

Director Maggio replied, “That is not related to this.”

Comm. Flynn asked, “Maser is working on that also?”

Director Specht added, “The ASR Well 15A groundwater protection, I guess the groundwater protection plan as well as the NJDEPS permit to put water back into the well we have had a number of meetings with Maser. We have gone down to the State and met with representatives of the DEP that was probably in September. We sent a letter to them in November. Tom Dwyer from Maser has followed up a number of times with the State on their progress which hasn’t been too great and we continue to do follow up.”

Comm. Flynn asked, “So we are prohibited from using that well? We can draw but we can’t fill? And is it subject to this determination whether we need a monitoring well or not?”

Director Specht replied, “That is correct. Hopefully we will not have to perform what they call a three dimensional model.”

Chris Theodos stated, “We are waiting for the State to agree with our request.”

Comm. Flynn asked, “What do you think of the odds?”

Chris Theodos replied, “I think we have put together a pretty solid case.”

Comm. Flynn asked, “Because obviously what they are talking about cost wise is something that will need to be budgeted.”

Director Specht advised, “I do have funding budgeted right now under Well 15A in the way of \$750,000.00 in the event that we do have to go out with a monitoring well. They could be more expensive than that depending on what is required and how many we need.”

Comm. Flynn replied, “And we are going to exhaust all that we have in order to try to convince them to rule in our favor I imagine?”

Director Specht replied, “We are trying to convince the DEP that to spend in the magnitude of up to \$10 million to put a couple of monitoring wells in is it really worth a good bang for your buck because we

have the science out there that says these ASR wells do work and we will take the necessary steps to protect the groundwater.”

Comm Flynn stated, “Chris make it happen. I’m sorry to bring that into this discussion. I thought it had some relation to this topic.”

Chairman Cevalasco stated, “That’s fine. At least everybody gets to listen to what we deal with on a day to day basis especially with the State.”

Director Vaccaro stated, “The meeting we had with them I thought was pretty positive. I think there is a good chance we will not have to do the monitoring.”

Director Specht added, “No doubt about it, but who knows.”

Comm. Curtis made a motion to approve Resolutions No. 08-16. Seconded by Comm. Fozman.

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

09-16 A Resolution Awarding a Contract for the Provision of Electric Supply Service for Commercial and Industrial Energy Pricing Class Issued by the Brick Twp. MUA

Director Vaccaro stated, “This is a resolution awarding a contract for the provision of electric supply service for the administration complex here. It is over a two year period from February 2016 through February 2018. We had three bids that were submitted on January 20<sup>th</sup>. The low bidder Titan Energy winning bid was .06312 dollars per kilowatt hour. I am pleased to say that is about 25% lower than our current rate of .0851. So based on our anticipated energy usage we are looking at about \$140,000 annual savings so I recommend we award to Titan Energy.”

Comm. Curtis made a motion to approve Resolutions No. 09-16. Seconded by Comm. Fozman

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalasco  
NAYS: None  
ABSTAIN: None

Chairman Cevalasco stated, “At this time I’ll go back to number 11 on the agenda, a one-time credit for 19 Arlene Court that was discussed in exempt session.”

## **20. PUBLIC DISCUSSION**

At this point in the meeting, Chairman Cevalasco opened up the meeting for public discussion. Seeing none he closed that portion of the meeting.”

## **21. COMMENTS FROM COMMISSIONERS, PROFESSIONALS & STAFF**

Comm. Vaccaro stated, "I just want to welcome our new commissioners, Comm. Grisanti and Comm. Lydecker. Comm. Cartine I know this is your last meeting and I wish you the best. I have enjoyed working with you and I will miss our outside political debates. Congratulations to Mr. Specht."

Chris Theodos stated, "No formal report. I do echo the comments of Director Vaccaro and congratulations new commissioners, Commissioner Grisanti, Commissioner. Lydecker and it was a pleasure working with Comm. Cartine and I wish you the best in your future."

Director Planko stated, "Also I welcome our two new commissioners. I want to say good bye to Al because we spent a lot of years together here 10, many years on the Finance Committee doing many things together including quite a bit of budgets and I wish him a great farewell."

Chuck Fallon stated, "With regard to your capital budget the Authority has made one change this year where they are using some surplus to pay for some equipment items that have a very short useful life and I just think that is a prudent change."

Comm. Lydecker stated, "Thank you for the warm welcome and I am looking forward to getting to work. Thank you."

Comm. Curtis stated, "Congratulations to new commissioners, Mr. Specht and Comm. Cartine it was nice working with you. We had some good conversations."

Director Maggio stated, "Welcome to our new commissioners, congratulations to Director Specht. I look forward to working with him for the extended period. We have a great working relationship. I would like to say to Commissioner Cartine that the pride you took in our operations and the things we do here was always very evident and important to me. I think I am speaking for everyone including all of our employees when I say you will definitely be missed."

Director Specht advised, "I would like to thank the Board for extending my contract. This is my 16<sup>th</sup> year and I promise to continue to perform in the way I have done in the past 16 for the next five at a minimum. I would like to welcome our new commissioners. I met them last week and if you need to do a tour of our facilities we are ready to give it. I am sure you will appreciate it. One other thing, obviously we were hit with the blizzard of the century, winter Storm Jonas. I kept the board abreast with my staff and obviously the other directors, pre storm as well as post storm and I'm happy to say we didn't skip a beat. We had two factors in our favor, it hit on a weekend and also we had dedicated crews out there that allowed us to get this place opened full board on Monday morning. I want to congratulate my staff and my crews for doing that. Also with regards to the Reservoir it was obviously shut down on the weekend and closed on Mondays. We worked hard on Tuesday to get it open and we were able to get it open on Wednesday. So again that was a very big effort. And last but not least Mr. Cartine we will miss you, ten years together on numerous committees, numerous AEA and League of Municipalities conventions and we will have to get together some day and have another cigar. Good Luck."

Counselor Montenegro stated, "A very special welcome to Commissioner Grisanti and Comm. Lydecker. This was a very productive meeting that we have had today. Special congratulations to the Authority for the renewal of Director Specht's contract. And Mr. Cartine in your retirement may your everyday be a Saturday."

Ms. Sylvester stated, "Welcome to Comm. Grisanti and Comm. Lydecker and Comm. Cartine, you've been wonderful to work with and I'll truly miss seeing you."

Comm. Flynn stated, "Welcome Susan, welcome Joe. Good luck. Al – see you at the pool."

Comm. Grisanti stated, "I would like to thank the Council, and Comm. Fozman is here and the mayor for appointing me to the MUA. My wife said she knew I couldn't stay retired from public service. I spent many years living in Jackson involved in politics and the MUA there. I would like to think I have some experience to bring here. My roots even though I lived in Jackson go back to Brick. For those of you who might not be aware, Nick Montenegro gave me my first employment in Ocean County in 1989. I have had ties to Brick. I already love living here and look forward to serving the residents. Marie and Steve you always make me feel very welcome and for that I am very appreciative. I already spoke to some of the other commissioners and they have shared their insight into the workings of the MUA and I appreciate that and I look forward to working with you all."

Comm. Fozman stated, "I would like to welcome Susan and Joe, the new commissioners. Al it has been good working with you and you are taking his place, (motioning to Comm. Flynn) he's got some pretty big shoes to fill there. And I do have an answer to your question, it is \$12 to \$15.00 an hour but the Township doesn't hire laborers anymore. Steve, glad to see you are back for five more, you do a great job for the MUA and that is all I have. Thank you."

Chairman Cevasco stated, "I was going to say a few words but that wouldn't really be truthful. First of all we have a plaque and it says - *Allan E. Cartine for his years of service to the Community of Brick Township for service as a commissioner of the Brick Township Municipal Utilities Authority from February 2006 through February 2016.* Commissioner Cartine was appointed to the Board of Commissioners in February 2006 bringing with him the expertise of many years of being involved in the utility management industry. He served as Vice Chairman for three consecutive years from 2006 through 2008. In 2013 he served as Chairman. During his ten year tenure on the Board of Commissioners, Commissioner Cartine took a particular interest in the protection of the watershed and the development of the Metedeconk Watershed Protection Plan. In the years following 911, he became very involved in the Authority's security concerns and served as Chairman of the Security Committee. In addition, Mr. Cartine is a member of both the Association of Environmental Authorities and the Municipal Utilities Authority Association. His association with both of these important professional organizations provides a prominent presence for the Authority. On behalf of the Board of Commissioners, we thank you for your ten years of service to the Authority and in working with you over the past four years one of the things that I did recognize putting everything else aside was that this Authority was your main concern and the betterment of this Authority and keeping it at a level that it stands right now is probably because of your dedication over the last ten years and I thank you very much."

Applause)

Comm. Cartine stated, "Well first let me welcome the new commissioners. I hope it is going to be one that is going to educate you to the importance of supplying our community with water. I came into this position not knowing a thing about how you make water. All I knew way you drank it and you bathed in it. In the ten years that I have been here I have come to learn so much more than I really care to ever learn. You will find out you will know facts about how to make water that you really knew and never expected to know and maybe some time you'd like to forget. Having said that George mentioned the fact that the three things that I have been most proud of is the establishment of the Watershed Grant and working with it. My chair was during Sandy. I was chair at that time and I am so proud of the employees and all the people that dedicated themselves working through that storm. I saw the day to day operation. We had a war room back here and it was very active. We sat around a large conference table, you guys were all there, Joe, Steve. We had some heated discussions at times because it was a rather difficult time that we were all going through, but we came through it with flying colors. Not once did we interrupt the water in this Township, not once and we have to be very proud of that. The hardening of our security system on campus I started with that project, George finished the project. It took some time to complete it, but I am satisfied. I am very certain as we sit here today that we have a hardened facility against any type of terrorist attack or any kind of wrongdoing that might happen inside this campus. We all should take a bow for allowing that to happen. Yeah sure we spent some money on it but it was worthwhile and it is going to prove to be a very successful venture for us. Nothing lasts forever, I have always said that and I have always lived by that and I understand basically changes need to be made. They have to be made. We need to move on. We need some progressive people. We need people with new vision and new ideas and that is very important for a body like this. I have always said from day one don't allow any political source regardless of what political party or whatever persuasion to take the Brick Municipal Utilities Authority away and merge it with the Township or any other entity. It is an important part of our geopolitical system if you will. We have a system here that works. It is successful. It is productive and it is not as costly as some others that we see around the State. Most importantly it is probably this Board and the Commissioners that I have served with over the years who have been completely above board. Honesty prevailed here. There were no shenanigans. There was no misrepresentations and there were no really political undermining of the way we operated here. Continue to do that. I'm sure these commissioners will continue to do that and will continue historically with the commissioners who have come before me and who are now here and who will come after us. This is an important entity and it should keep functioning. I thank you, I thank all the professionals for their cooperation, all the employees who are out there in the field. I've watched them work and the great job that they do for us is second to none. We should all be proud and I thank you for having the opportunity to serve you. These ten years have been a magnificent ten years for me and I enjoyed every minute of it. Thank you so much."

APPLAUSE

## **22. CLOSING STATEMENT**

Ms. Sylvester advised, *"The next Meeting of the Authority will be the Annual Reorganization Meeting on Monday, February 1, 2016 at 9:30 a.m. The next Regular Public Meeting will take place on Monday, February 22, 2016 at 7:00 p.m. All meetings take place in the Main Conference Room of the Authority's Administration Building located at 1551 Highway 88 West.*

**23. ADJOURNMENT**

Comm. Fozman made a motion to close the meeting. Seconded by Comm. Curtis

AYES: Commissioner Curtis, Fozman, Grisanti, Cartine, Cevalco

NAYS: None

ABSTAIN: None

The meeting adjourned at 9:09 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tom Curtis", with a long horizontal flourish extending to the right.

Thomas C. Curtis, Asst. Secretary/Treasurer

TCC/mas