

**MINUTES
REGULAR MEETING
MUNICIPAL COUNCIL – BOROUGH OF RED BANK
APRIL 25, 2012
6:30 P.M.**

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Mayor Menna and Council Members Lewis, Zipprich, DuPont, Horgan, Lee and Murphy.

ALSO PRESENT: Borough Administrator Sickels, Municipal Clerk Borghi, Chief Financial Officer Lapp, Attorney O’Hern, Engineer Ballard and Auditor Kaplan.

SUNSHINE STATEMENT

Mayor Menna requested the minutes reflect that, in compliance with Public Law 1975, Chapter 231 (Open Public Meetings Act), notice of this meeting has been provided by notifying the Asbury Park Press, the Two River Times and the Star Ledger and by placing a notice on the bulletin board and filing same with the Borough Clerk on January 12, 2012.

SUSPEND REGULAR ORDER OF BUSINESS

Councilman DuPont offered a motion to suspend the regular order of business, seconded by Councilwoman Lee.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the motion was declared approved.

2012 Municipal Budget Public Hearing

Councilman and Finance Committee Chair DuPont noted that the Committee had held a meeting where the public had been invited to review the budget. He reviewed the highlights of the 2012 budget including that fact that spending had only increased about one and a half percent and that increase could mostly be attributed to an almost 22 percent increase in the Borough’s health insurance costs. He said pension costs were down and the Borough’s debt service was flat and had decreased by about 30 percent over the last five years. He also noted that the Borough had had a reduction in State Aid over the last two years of close to a million dollars. He noted that the Mayor had been urging the Borough’s legislators to consider legislation that would take into consideration Red Bank’s not for profits which amounts to an excess of \$1.1 million each year in lost revenue. He noted that they have worked to find ways to overcome such obstacles such as interlocal service agreements and fiscal restraint. He said with a reduction in state aid and a reduction in spending, the Borough was doing more with less. He asked that the budget summary be placed on the Borough website. He said the Budget was a work in progress and added that there would be additional cuts as they looked for ways to further reduce expenses.

Mayor Menna thanked Councilman DuPont and the Finance Committee as well as the professionals and the Department Heads. He noted the difficulty of effectuating a budget in the current age when funding sources have been depleted by the State and other entities. He added the Borough staff along with the Committee had done an extraordinary job of meeting and prioritizing the Borough’s primary goals and needs while minimizing a tax increase without a substantial reduction in any services. He also noted that the Borough insurance premiums had substantially increased about \$480,000. He said they would have to look at reducing the availability of certain entitlements for staff as had been done in the private sector. He added that the need for the reserve for uncollected taxes was also an unfortunate result of the current circumstances. He said the salient point to be taken from the numbers was that the cost of municipal services to the average resident was \$178 per month or \$6 per day. He compared that amount to other standard household expenses. He said he thought Red Bank had been able to deliver extraordinary services in a safe environment. He also noted that in 2006 the Borough’s debt was at \$17,281,000 and in 2011 it was down to \$12,089,000. He noted Red Bank’s assets such as parks and world class recreation facilities used by both residents and hundreds of thousands of visitors. He said the Council was trying to do more but was very cautious about spending public funds.

Councilman DuPont noted that he was very concerned about the insurance increase and he had attended the Health Insurance Fund meeting to complain about the 22 percent increase. He said, as a result of that complaint and appearance, the HIF would be forwarding a reason for the increase. He also noted that the committee had reached out to private insurance carriers to look for alternatives. He said they had also asked the HIF for alternatives to reduce the expense. He called the increase intolerable. He noted that Administrator Sickels and CFO Lapp had a meeting scheduled with the HIF for further explanation and alternatives and he hoped for further reductions.

Mayor Menna said he thought the Council was doing the best they could and that it was a sound budget. He said they were still making cuts and changes adding that this was not the final budget.

Mayor Menna opened the public hearing and asked if anyone would like to speak.

Frank Valentino—157 Branch Avenue—spoke of issues he was having with the SCAT Senior Transportation service. Mayor Menna noted that the service was provided by the County but that the Administrator would follow up.

Mayor Menna asked if anyone else would like to speak regarding the budget.

No one appearing, Councilman DuPont offered a motion to close the public hearing, seconded by Councilman Zipprich.

Councilman Murphy noted that this was the fourth year the Council had delivered a budget under the two percent cap and added that that was something that most towns had not done. He said the Finance Committee and Financer worked hard and said the Department Heads had taken quite a thrashing with all of the cuts.

Councilman Zipprich thanked Councilman Murphy for his comments and said he also wanted to thank the Departments who he said had been very diligent in combing through the budget to find places to cut and reduce spending. He commended them on what he called a Herculean effort.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the motion was declared approved.

Red Bank Borough Board of Education 2012-2013 Budget Presentation

Anne Roseman, President of the Red Bank Board of Education, thanked the Council for inviting them to the meeting and said she wanted to note that Red Bank was one of the few towns in Monmouth County with rising enrollment. She said it was a challenging budget and she was proud of the work they had done. She introduced Superintendent Laura Morana and Business Administrator Anne Darrow.

Superintendent Morana presented an overview of the budget process and the decision she said were tough to make regarding reductions. She reviewed mandated requirements and noted the increase in enrollment and the repercussions. She noted that they were seeing a large increase in the three and four year old program and throughout the grades. She said they relied not only on State Aid but also partnerships. She highlighted some of the local partnerships and some that extended beyond the Borough. She reviewed their efforts to seek funding, especially grants. She reviewed reductions and eliminations such as athletics and field trips. She noted that a foundation had been formed by parents to help fund athletic programs and the Education Foundation and PTO also helped with funding.

Business Administrator Darrow reviewed the State Aid issues and said while they were grateful for an increase in State Aid, it was minimal. She said they anticipated it would be similar for the next five years. Councilman Zipprich asked what the student population was. She said it was over 1,200. Councilman Murphy asked about the increase in enrollment. Ms. Darrow said in addition to new preschool programs, the classes had increased at the kindergarten, first and fourth grade levels. Ms. Morana noted that children now enter school at three which contributes to larger class room sizes as they move forward. She said they see continued growth at all grade levels. President Roseman said in the last ten years, the Primary School had risen from 454 students to 607 and the Middle School had gone from 261 to 460. Ms. Darrow reviewed where funding came from and said the majority was from the local tax levy. She also offered a breakdown regarding where the dollars go and said sixty percent went directly to instruction. She said they would have been allowed to exceed the two percent cap because enrollment was up. She noted they could have gone up seven and a half percent but did not feel that would have been fiscally responsible. She noted that proposed budget reflected a three percent increase. She reviewed the budget process and explained the impact on the average household.

Councilman Murphy asked how it compared to other districts. Ms. Darrow said other districts had a different population with different needs and they often have better resources.

Mayor Menna noted that since the budget was under the allowed cap, there would be no public vote. He also noted that the district had chosen to move the school election to November which would save the taxpayers an incredible amount of money by eliminating the expense of a separate election.

Councilman Murphy asked about the voting process which Ms. Darrow and Ms. Morana reviewed step by step. Councilman Murphy asked they felt the Finance Committee had done their due diligence in cutting as much as they could. Ms. Morana said they had been very thorough and that didn't think they could have cut it any further. He asked if the vote was public information and if it had been posted. Mayor Menna said it was public information and he did not think the minutes had been posted yet. Councilman Murphy asked if everyone on the School Board had voted on the budget. President Roseman said everyone who was present voted but not everyone voted yes.

Councilman DuPont said he wanted to commend the Board of Education, the Superintendent and the Business Administrator. He said he recognized that these were difficult times and cited an article that stressed the importance of the pre-school programs.

Mayor Menna thanked Ms. Morana and Ms. Darrow for their presentation and asked if anyone from the public had any questions.

Councilman Murphy offered a motion to accept the report, seconded by Councilwoman Horgan.

ROLL CALL:

AYES: Lewis, Ziprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the motion was declared approved.

RESUME REGULAR ORDER OF BUSINESS

Councilman Murphy offered a motion to resume the regular order of business, seconded by Councilman DuPont.

ROLL CALL:

AYES: Lewis, Ziprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the motion was declared approved.

WORKSHOP

Noise Ordinance

Mayor Menna said he had received year end statistical data from the Chief of Police and Code Enforcement regarding incidents at establishments that were open 24 hours. He said based on that information, there was a recommendation to amend the noise ordinance that he would like the Council to consider. He noted that the recommended change would include language that "any business establishment located within 100 feet of any of the Borough's residential zoning districts shall not be permitted to conduct business between the hours of 11 pm and 6 am of the next day." He said the prohibition would apply prospectively only and would not apply to any business that at the time of the adoption of the subsection had hours of operation between 11 pm and 6 am. He said it also would not apply to any primary food service establishment and any primary liquor service establishment. He said the Borough did not have any such all night restriction and added that the incidents and issues of the all night establishments could be a problem in residential neighborhoods.

Councilman DuPont said he thought it was a creative way to protect neighborhoods and quality of life. He said he would like to see it introduced and would be willing to move it. Councilman Ziprich said he agreed that it was a good opportunity to protect the quality of life.

2012-8 Mayor Menna read "AN ORDINANCE OF THE BOROUGH OF RED BANK, COUNTY OF MONMOUTH, NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER III, POLICE REGULATIONS, SECTION 3-9.12 "NOISE DISTURBANCES."

Councilman DuPont offered a motion to adopt the ordinance on first reading, seconded by Councilman Ziprich.

ROLL CALL:

AYES: Lewis, Ziprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the ordinance was declared adopted on first reading.

Public hearing and final adoption scheduled to be held May 9, 2012.

Councilman Murphy noted that the Chief of Police was always looking down the road and trying to stay on top of things in the Borough neighborhoods. He added that he thought this was a tweak to one of the Borough's ordinances that would help the community. Councilwoman Lee said the Council does what they can to encourage businesses of all types and noted that there was a recent national opinion that this was a great place to live. However, she continued, their first and primary goal was to make it a great residential neighborhood.

APPROVAL OF MINUTES – March 28, 2012

Councilman Ziprich offered a motion to approve the minutes, seconded by Councilman DuPont.

ROLL CALL:

AYES: Lewis, Ziprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the minutes was declared approved.

APPROVAL OF MINUTES – April 11, 2012

Councilman Murphy offered a motion to approve the minutes, seconded by Councilwoman Lewis.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Murphy

NAYS: None

ABSTAIN: Lee

There being five ayes, no nays and one abstention, the minutes was declared approved.

MAYORAL APPOINTMENTS

None.

REPORTS OF MAYOR AND COUNCIL MEMBERS

Councilman Murphy noted that there was a resolution on the agenda to hire four Special Officers for the summer which had been previously discussed by the Council. He noted one of the four already had the training and another one had had EMT training.

Councilwoman Lee reported that the Library had held its 75th Anniversary Celebration. She noted members of the Eisner family attended. She said the Library has wonderful programs and continues to grow. She continued everyone to participate.

Councilwoman Horgan reported the Library was taking advantage of its 75th Anniversary Celebration to install a museum within the Library. She also reported on the Earth Day event held the previous Sunday. She said despite the weather, they had a wonderful turnout. She noted there were representatives from the Red Bank Environmental Commission, ANJEC, Clean Ocean Action, the Red Bank United Methodist Church Green Team, the Red Bank Shade Tree Commission, the Mayor's Wellness Campaign and more. She said there was music, games and raffles. She noted that the Commission had instituted a Student Ambassador program a few years ago, and the first grade class at the Charter School won. She said they literally took steps to provide safe drinking water by using a pedometer to count their steps which translated into classes of water for children in Bolivia. She also noted that a Middle School 7th grader won the award for instituting a school wide recycling program. She commended Environmental Commission Chair Laura Bagwell who coordinated the event.

Councilwoman Lewis reported that the Park and Recreation Committee had met on the 18th and received a status report from the Director. She said they discussed the budget and Spring programs. She noted Summer Camp planning was under way and also that they had a new track and field program. She said more new events were coming.

Councilman Zipprich reported that the Historic Preservation Commission was meeting later in the evening to do goal setting and review 2011 accomplishments. He wished the Library a happy anniversary and said he had been happy to present historic facts on the Eisner family's use of the home and one the library. He noted the Historic Preservation Commission was represented by George Bowden and he assisted with the ribbon cutting. He also thanked Administrator Sickels and CFP Lapp for their work with the Department Heads on the budget presentation and their continued work with the Finance Committee. He also reported that the previous weekend he and Councilwomen Horgan and Lewis had attended an award ceremony held by the Central Jersey Club where Linda Clark received a Community Service Award for her work on the Count the Children Movement. He noted Friday was Arbor Day and the Shade Tree wanted to remind everyone to appreciate and take care of our trees and, if they had the opportunity, to plant one. He noted the Shade Tree USA flag had been awarded to the Shade Tree Committee and it was flying at Borough Hall. He said he also wanted to congratulate everyone in Red Bank on being named the third best small town in America by Smithsonian Magazine. He said he also wanted to note that free recycling pails were available at the Public Works Department.

Councilman DuPont noted that the Finance Committee continued to work on the budget and would be looking for additional cuts. He said he also wanted to see if they could put a resolution on the next meeting calling for an end to the energy tax diversion and noted the amount of funding that had been lost. Mayor Menna noted that they had already done a resolution to that effect. Councilman DuPont also reported that the Mayor's Wellness Campaign had received the names of over 50 people that wanted to serve on the Committee and he hoped to see the selections named at the next meeting.

Mayor Menna asked the Council to consider to moving up Resolution 12-85 since there were interested parties in attendance.

Councilman DuPont made a motion to move the resolution, seconded by Councilman Murphy.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the motion was declared approved.

12-85 Mayor Menna read “A RESOLUTION AUTHORIZING PERSON-TO-PERSON AND PLACE-TO-PLACE TRANSFER OF PLENARY RETAIL CONSUMPTION LICENSE NO. 1340-33-024-003.”

Councilman DuPont offered a motion to approve the resolution, seconded by Councilman Murphy.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

COMMUNICATIONS AND PETITIONS

By Consent Agenda:

- Request from Bates Lodge to hang a banner on Shrewsbury Avenue from August 1, 2012 to August 26, 2012 to advertise their 95th Anniversary Celebration.
- Request from Red Bank Charter School to for the use of the Red Bank Senior Center at 80 Shrewsbury Avenue on Friday, June 1, 2012 from 5:00 P.M. to 10:30 P.M. for their Spring Dance, approved by the Special Events Committee.
- Request from the NJ Museum of Contemporary Art to extend the Gorzo Art Exhibition October 19, 2012 to allow sufficient time for the de-installation of the outdoor exhibition.
- Request from Riverview Medical Center to hang a banner on Shrewsbury Avenue from April 26, 2012 to May 9, 2012 to advertise Paint the Town Pink.

Councilman DuPont offered a motion to approve the requests, seconded by Councilman Murphy.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the requests were declared approved.

Request from The Count Basie Theatre Foundation to amend the ending time of their original request to host their annual gala on Friday, June 29, 2012 on the empty lot to the left of the theatre from 12:00 midnight to 12:30 a.m., approved by the Special Events Committee.

Councilman DuPont offered a motion to approve the requests, seconded by Councilman Murphy.

ROLL CALL:

AYES: Lewis, DuPont, Horgan, Lee, Murphy

NAYS: None

ABSTAIN: Zipprich

There being six ayes and no nays, the requests were declared approved.

PUBLIC COMMENT ON RESOLUTIONS ON THE AGENDA AND ORDINANCES ON THE AGENDA ON FIRST READING

Mayor Menna opened the public comment portion of the meeting and asked if anyone would like to speak.

No one appearing, Councilman DuPont offered a motion to close the public comment portion, seconded by Councilman Zipprich.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the request was declared approved.

ORDINANCES – First Reading

ORDINANCES – Public Hearing and Final Adoption

RESOLUTIONS

12-83 Mayor Menna read “A RESOLUTION APPOINTING DEWITT J. BACON, MICHAEL A. BARON, MARC H. BRUDNER AND LINDSAY A. STOLK AS SPECIAL LAW ENFORCEMENT OFFICERS CLASS I.”

Councilman Murphy offered a motion to approve the resolution, seconded by Councilwoman Lewis.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

12-84 Mayor Menna read "A RESOLUTION REGARDING MOSQUITO EXTERMINATION COMMISSION 2012 AERIAL SERVEILLANCE AND TREATMENT PROGRAM."

Councilman DuPont offered a motion to approve the resolution, seconded by Councilman Zipprich.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

Mayor Menna asked that the information be placed on the Borough's website. Councilwoman Horgan questioned where they would be spraying. Mayor Menna said it would be on the County's website.

12-86 Mayor Menna read "A RESOLUTION AUTHORIZING REFUNDS DUE TO TAX APPEAL JUDGMENTS."

Councilwoman Lee offered a motion to approve the resolution, seconded by Councilman DuPont.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

12-87 Mayor Menna read "A RESOLUTION SUPPORTING THE MONMOUTH COUNTY SUBMISSION OF A GRANT APPLICATION WITH THE NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY FOR INTERSECTION IMPROVEMENTS AT SHREWSBURY AVENUE AND DRS. JAMES PARKER BOULEVARD."

Councilman Zipprich offered a motion to approve the resolution, seconded by Councilman DuPont.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

12-88 Mayor Menna read "A RESOLUTION AUTHORIZING ACCEPTANCE OF PERFORMANCE GUARANTEE AND INSPECTION ESCROW REGARDING JENNINGS, 78 BRIDGE AVENUE, BLOCK 40, LOT 13.01."

Councilman DuPont offered a motion to approve the resolution, seconded by Councilman Zipprich.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

12-89 Mayor Menna read "A RESOLUTION AUTHORIZING ACCEPTANCE OF PERFORMANCE GUARANTEE AND INSPECTION ESCROW REGARDING KAYVON HAGHIGHI MD, LLC, 276 BROAD STREET, BLOCK 101, LOT 24."

Councilman DuPont offered a motion to approve the resolution, seconded by Councilwoman Lewis.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

12-90 Mayor Menna read "A RESOLUTION ACCEPTING BID FROM AND AWARDING CONTRACT TO CLINTAR NEW JERSEY FOR THE 2012-2013 PARK MAINTENANCE CONTRACT."

Councilman DuPont offered a motion to approve the resolution, seconded by Councilwoman Horgan.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

12-91 Mayor Menna read “A RESOLUTION ACCEPTING BIDS FOR SUPPLY AND DELIVERY FOR CERTAIN WATER PURIFICATION CHEMICALS.”

Councilman Zipprich offered a motion to approve the resolution, seconded by Councilman DuPont.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

12-92 Mayor Menna read “A RESOLUTION AUTHORIZING APPROVAL OF SIDEWALK CAFÉS.”

Councilwoman Lewis offered a motion to approve the resolution, seconded by Councilwoman Horgan.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

PAYMENT OF VOUCHERS

12-93 Mayor Menna read “A RESOLUTION FOR PAYMENT OF BILLS AMOUNTING TO \$1,512,021.46.”

Councilman DuPont offered a motion to approve the resolution, seconded Councilman Zipprich.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

PROCLAMATIONS

OLD BUSINESS

Councilwoman Horgan noted the Council had passed a resolution authorizing a Community Garden at a Borough owned Marion Street property on the condition the neighbors were in agreement. She noted one neighbor, Ms. Davis, was not in favor. Councilwoman Horgan urged those who desired to start the garden to try to talk to her. She noted the other neighbor was okay with the garden. She said she was anxious to see the garden planning get underway so they could discuss water issues and how the Community Garden Group would pay for it.

Mayor Menna said he recalled Ms. Davis had two issues which were the proximity to her property and security. He noted regulations could be adopted to specify hours and set back requirements. He said she had also discussed drainage issues but the Engineer said they were not able to identify any drainage issues in the area. Administrator Sickels pointed out that Ms. Davis had a stockade fence separating her yard from the proposed garden and that there was a catch basin in the center of the Borough property so issues of security and drainage were already being addressed.

Councilwoman Lee said she believed the original core group of volunteers for the Community Garden had guidelines for behavior and what was expected of participants in their original proposal.

Councilwoman Lewis said Ms. Davis was not aware of the original proposal and had come to the Council to voice a concern. She added that she wanted to make sure the Ms. Davis came to terms with the garden happening there and that it was not rammed down her throat.

Councilwoman Horgan asked Community Garden representative Cindy Burnham if they did have those guidelines in order.

Cindy Burnham—146 Harrison Avenue, Fair Haven—said they did have those guidelines. She also said she was concerned about the 15 foot buffer that had been discussed. She said the lot was only 25 feet wide and that would only leave 10 feet to garden. Councilwoman Horgan and Lewis noted it was a place to start. Ms. Burnham also asked about how they were going to get water.

Mayor Menna said these were technical issues that the Garden representatives would work out with Administrator Sickels and Assistant Administrator Watson.

Councilman Murphy disagreed that the property was 25 feet wide and said he thought it was 40 feet wide. Councilman Zipprich noted that their farming engineer could help them with the layout of the garden to determine the best use.

Administrator Sickels said he would like to meet with the Garden representatives and their farm consulting engineer to work out details and discuss the issue with the neighbors. He said they would also like to get a fresh copy of their operation plan for Council review.

Ms. Burnham again asked about having a garden at the Maple Cove location. Various Council people stressed that the issue had already been decided.

NEW BUSINESS

AUDIENCE

EXECUTIVE SESSION

ADJOURNMENT

Councilman DuPont offered a motion, seconded by Councilman Zipprich to adjourn the meeting.

ROLL CALL:

AYES: Lewis, Zipprich, DuPont, Horgan, Lee, Murphy

NAYS: None

There being six ayes and no nays, the motion was declared approved.

Respectfully submitted,

Pamela Borghi