LINCOLN PLANNING BOARD REGULAR MEETING MINUTES

APPROVED

WEDNESDAY, JANUARY 7, 2015 – 6:00PM LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN NH

Present: Chairman R. Patrick Romprey, Vice-Chairman Jim Spanos, OJ Robinson - Selectmen's Representative, Paula Strickon, Norman Belanger (alternate), Taylor Beaudin (alternate), Ron Beard (alternate)

Members Excused: John Hettinger, Callum Grant (alternate)

Members Absent: None

Staff Present: Planning and Zoning Administrator Carole Bont, and Town Manager & Town Planner,

Alfred "Butch" Burbank, Wendy Tanner (recorder)

I. CALL TO ORDER by the Chairman of Planning Board; announcement of excused absences, if any, and seating of alternates(s), if necessary.

Chair Romprey called the meeting to order at 6:00PM

- **II. CONSIDERATION** of meeting minutes from:
 - December 17, 2014

Motion to approve the Minutes from December 17, 2014

Motion: OJ Robinson

Second: Jim Spanos

All in Favor: (3-0)

III. NEW BUSINESS

A. **6:00 PM - PUBLIC HEARING FOR PROPOSED ZONING AMENDMENTS -** Public Hearings for Proposed Amendments to Land Use Plan Ordinance (LUPO) conducted at Town Hall Conference Room 148 Main Street, Lincoln, NH on Wed 1/7/15 at 6PM & Wed 1/28/15 at 6PM (if necessary).

Proposed zoning amendments to LUPO:

- A. Amend Article VI-B (Lincoln Sign Ordinance) to include:
 - (1) Revisions to inflatable signs, portable signs, quality & materials for signs, banner signs, directional signs, electronic message board signs, informational signs, internally illuminated signs, off premise signs for tourist attractions, wall lettering signs, wall signs;
 - (2) Add sections for feather signs & ancillary signs;
 - (3) Add section for temporary signs;
 - (4) Add deadline for grandfathered pre-existing nonconforming signs;
- B. Enact LUPO requirement that retaining walls receive an engineer's Construction Control Affidavit certifying compliance with NH State Building Code.
- C. Change the zoning District in LUPO for 3 lots off Connector Road Tax Map 110, Lots 7, 14, and 15 from General Residential (GR) District to General Use

(GU) District.

D. Enact Storm Water Management Ordinance.

Amendments proposed for actions by voters of Lincoln at 3/10/15 Town Meeting. Working copies of proposed amendments will be on file at the Town Hall prior to the hearings. Copies of the final text of the proposed amendments may be obtained at Town Hall after 2/3/15 & will be available for review at polls on 3/10/15

Motion to open public hearing

Motion: OJ Robinson

Second: Jim Spanos

All in Favor: (3-0)

No public input.

Motion to close the public hearing

Motion: Jim Spanos

Second: OJ Robinson

All in Favor: (3-0)

Temporary Signs were discussed by the Planning Board. The Planning Board discussed how a sign would qualify as temporary was discussed as well as what the duration of a "temporary" sign would be.

Robinson used the example of a ski rental shop. They are only opened for 4 months a year, so the entire time they are open they could put up a "temporary" sign.

Chair Romprey asked if the language of the ordinance could be modified to apply to only once per a single season.

Town Manager Burbank said that at Whale's Tale the Radio Station comes for a weekend, so the sign would be up for two days and then taken down. That is what the "temporary sign" is meant for, but the language of the ordinance could be misconstrued and abused for months the way it was originally written.

Robinson said that the ordinance should apply for a truly "temporary sign".

Beaudin agreed that a "temporary sign should be displayed "for a few days or for the duration of the temporary event".

Chair Romprey asked that if a business comes in and ends one temporary event and begins another, would they be able to put up a sign for the next event.

Bont and Robinson both agreed, businesses should be able to put up "temporary" signs for each event.

Bont said that Planning Board should also look at the logistics associated with temporary land use signage. Bont asked the Planning Board if they expect businesses to come in for special

event permit for each event.

Town Manager Burbank stated that they do not want businesses to come in for an event like a radio station coming in for two days.

Robinson said that a "special event permit" is for something that would not ordinarily take place on that piece of land, (i.e. a Carnival). The BrewFest requires a special event permit.

Robinson said that every weekend between Loon Mountain and Clarks Trading Post there are special events like Octoberfest and Demo Days.

Town Manager Burbank asked if it was enough of an issue that it needs to be mentioned in the ordinance.

Strickon said that the parameters of a temporary sign need to be clearly spelled out so that the limits cannot be misunderstood.

Spanos said that the second sentence needs to be reworked.

Chair Romprey said that if a business has 4 events in each season you would need to put up signage for each event.

The duration of a "temporary event" was discussed by the Planning Board.

Robinson said that maybe temporary should be a week.

Town Manager Burbank agreed and said that an event should not be more than a week.

The Planning Board discussed the example that if a business has a sale for the entire winter, would the sign for the sale still be considered temporary. Many businesses have continual sales and therefore the sales would not be considered temporary events.

Robinson said that McDonalds, Dunkin Donuts and Rodgers Ski & Sport Outlet, have a different sale going on every month and a different sign going up.

Beaudin said that if they are a 4 month operation, they should be able to have 4 different events, but lower the 30 day limit so they cannot have a sign up for the entire 120 days.

Strickon asked if Dunkin Donuts should be able to put up a new special every week.

Town Manager Burbank said that it could be made reasonable if the sign was up for 10 or 15 days, or 2 weeks.

Bont stated that on page 76 there were only three types of temporary signs listed, Banners, Feather Flags and Inflatables.

Town Manager Burbank made an example of the Feather Flags that Texas Toast has up when Don Landry is having a special.

Strickon said that the three Feather Flags for Texas Toast were out every day.

Town Manager Burbank said that as an example, if Texas Toast has his Feather Flags up, what is it that the Planning Board wants to regulate.

Chair Romprey said that feather flags should be up for the duration of the event up to 30 days.

Robinson said that we should not change the minutes, we should change the Ordinance.

Chair Romprey agreed, the minutes have already been approved and are only a work in progress. Chair Romprey said that for the duration of the event up to 30 days, is the first part, but what did the Planning Board want to approve after that. Chair Romprey felt that if a business has another event, they should be allowed to advertise for that event.

Spanos said that if a business is only opened for 4 months out of the year that business must make the most of their open season.

Beaudin asked if they would need to write out a permit for an inflatable coffee cup.

Town Manager Burbank said that we are getting too bureaucratic with requiring so many permits.

Strickon said that even businesses that are opened all year must be allowed to advertise specials within reason.

Town Manager Burbank said that if the Planning Board says that a temporary sign may be displayed up to 30 days, the inflatable coffee cup at Dunkin Donuts could be up for 30 days at a time.

Bont asked if the Planning Board wanted to get rid of the language about the four seasons from the proposed language of the ordinance.

Robinson said 4 times per year.

Beaudin said that they could put it up for 120 days straight.

Town Manager Burbank said that including language about the seasons does spread the use of temporary signs out a bit. If a business had a temporary sign up in July, they would have to wait until fall to put up another "temporary sign".

Robinson said that if we say the use of temporary signs would not be allowed be for seasonal businesses, then temporary signs could not be used by many businesses.

Chair Romprey said that they are not saying temporary signs should not be allowed for seasonal businesses. They are just trying to define how they can allow a change of use within that context.

Spanos said that the same rule requiring sandwich boards to be taken in at night, should also apply to temporary signs.

Chair Romprey said that we are not trying to reinvent the wheel here, we just want to write an ordinance that works.

Town Manager Burbank said that we do not want to be too restrictive. It's well-intentioned but we do not want to be too restrictive if someone has an issue with it.

Chair Romprey said that we have amended the first part of this to "the duration of the event up to 30 days", and we will allow amendments on a seasonal basis beyond that for special events.

Spanos questioned what kind of "amendments" would be allowed.

Chair Romprey said that it would depend on what the permit was for.

Town Manager Burbank said that not every event required a permit.

Robinson said that there are two different things here.

Town Manager Burbank felt that the Planning Board was requiring too many permits. Lincoln has a strong business community. If Dunkin Donuts wants to put up an inflatable coffee cup, they should be able to.

Strickon said that the inflatable coffee cup does not fit in with the "New England" theme.

Spanos thought that the inflatable coffee cup sign was successful because its appearance made him want to buy coffee.

Town Manager Burbank said that if Dunkin Donuts receives orders from their corporate office to put up an inflatable coffee cup for the week or month, they are not going to come into the town hall and get a sign permit each time. Town Manager Burbank felt such an ordinance would not be enforceable.

Robinson said there are two different purposes for temporary signs. One purpose for a temporary sign is to advertise a special event.

Town Manager Burbank felt that the Planning Board should be using the word "promotion", not "event".

Robinson said that the inflatable sign used by Dunkin Donuts is for a promotion whereas the BrewFest is a special event.

Town Manager Burbank said that when we are talking about temporary signs like feather flags, banners or inflatables we should be using the word "promotion".

Robinson said that if the temporary signs were advertising a special event the signs should be up a week before the event and come down directly after the event.

Bont said that temporary signs for special events were already dealt with in the Special Event section of the Land Use Plan Ordinance. (Article VI-C Temporary Land Uses, Section A Special Events and Section C Temporary Land Use Signage.). You could look at that section and see if the temporary signs listed there are the same type of advertising signs the town wants for a promotion as well as an event. Bont said that she thought that the appearance of the radio station at a business also could be considered a promotion.

Robinson said that the presence of the radio station is a one day or one weekend thing (i.e., a event), whereas your bacon cheeseburger special could run for an entire month, that is not an event, it's a promotion.

Chair Romprey said that we may not want to draw a line between an event and a promotion unless someone comes in and asks.

Town Manager Burbank agreed and said that from an enforcement standpoint it would not be enforceable.

Chair Romprey asked how the time period should be addressed.

Beaudin said that if it was a promotion, up to 30 days works.

Chair Romprey agreed and said that an event would be for the duration of the event or up to 30 days, whichever comes first.

There was a brief discussion throughout the Planning Board about inflatables and the duration of events and promotions.

Spanos asked if inflatable signs are permitted up to a 30 day period, can you put up the same inflatable each 30 day period.

Robinson said that this reads that inflatables are allowed for a 30 day period, if the Planning Board does not want to allow them, it should be taken out now.

Bont said for up to a 30 day period and once per season.

Town Manager Burbank felt that would be a significant change for businesses in town.

Robinson said that we will put it at 4 times per year for any one business. If it is a seasonal business can they leave it up 4 months in a row?

Spanos said that, up to 30 days, once per season.

Robinson confirmed that the final wording for temporary signs would be 4 times per year for any one business and if it is a seasonal business they could run it 4 months in a row.

Beaudin said that if they have a different promotion every month they could promote it for 4 months in a row.

Robinson said that yes, but for 4 of those months they can put up a Banners, Inflatable or Feather Flags.

Bont said for the other 8 months they have permitted changeable signs, sandwich board signs and window signs.

Town Manager Burbank asked if there are changes will there need to be another public hearing.

Spanos said that only if it was a substantial change.

Bont confirmed that she already noticed and scheduled a second public hearing for January 28, 2015, if necessary. If necessary there can be a second public hearing on that date.

Robinson said that this cannot be considered a substantial change, we are adding the words "up to 30 days". And then I'm hearing that the 4 times per year for any one business is fine, we do not want to put a restriction of once per season.

Spanos said on page 76 it says that an Ancillary sign requires a permit. The planning board agreed later that Ancillary sign do not require permits. Bont will amend the draft.

IV. CONTINUING AND OTHER BUSINESS (Staff and Planning Board Member/Alternates).

A. Review proposed changes to Application for Sign Permit

Bont explained the example applications to the Planning Board. More categories were added including the more frequently used sign types leaving an "other" category for types that were not listed.

Strickon asked about the sign details and when the last time the \$10 fee was changed.

Robinson asked why we took out the "only 4 signs are permitted per business".

Bont explained that if you have enough linear frontage you were allowed more than 4 signs so the wording was changed to reflect the Ordinance.

Chair Romprey asked what the estimated time and expense to research and create a sign permit.

Town Manager Burbank said we do not make back what it costs to create the permit.

Chair Romprey took a quick vote among the Planning Board members to see if the fee should be raised. \$10 was the majority vote, so the fee will not be raised.

Motion to approve the Sign Application with changes Motion: OJ Robinson Second: Jim Spanos

All in favor: (3-0)

Storm Water Management

Bont explained the conversations she and Town Manager Burbank have had with Engineer Ray Korber of KV Partners. Korber advised the town to adopt a Storm Water Management plan and suggested looking at other towns like Moultonborough and Exeter. Bont went on to explain that when a Site Plan Review is presented to the engineer, the engineer assumes that 25% of the lot will be covered by the impermeable surfaces such as buildings and driveways, when in fact many houses being built cover 50-80% of the lot. This is causing problems downhill of the building because of runoff. If the town adopts the Storm Water Management Ordinance similar to the Moultonborough Ordinance, it will only address water diverted by any new building and will not address storm water runoff from homes that are already built.

Bont asked the Planning Board to look at the example under Applicability:

The requirements of this article shall apply to all subdivisions platting new roads, commercial and multi-family developments and redevelopments which disturb 20,000 square feet or more in all zoning district(s).

Chair Romprey said that if you include single family homes and make it 15,000 square feet, it would include all homes in town.

Bont said that if the lot is 15,000 square feet they will leave 1,000 square feet undisturbed.

Town Manager Burbank sited an example of a house lot in town that was just clear-cut. We anticipate that the lot will have a single family home and some potential water issues downhill of the site. Town Manager Burbank further explained that there is nothing in the Ordinance right now that makes people get a SWIP (Storm Water Infrastructure Permit or SWPPP Storm Water Pollution Prevention Plan). DES is busy enough with commercial buildings and what we are trying to do is address that situation where the individual homeowner is responsible to come up with someone to help them create a reasonable drainage plan.

Spanos said that when someone creates a subdivision the engineer who does the calculations assumes there will be only 25% lot coverage. Should we make it 35%?

Chair Romprey said no, we can pick that up on the individual lots, and we can pick it up in Site Plan Review.

Town Manager Burbank said that the engineers hired are designing the development. They are getting so many house lots into these developments because they are designing the developments assuming only 25% lot coverage by impermeable surfaces when that percentage is not realistic. In Lincoln the people are building much bigger homes and are covering far more than 25% of the lot.

Spanos said that the development is already engineered for 25%.

Chair Romprey said that this proposed change in the language will help us catch that problem and it would go into Site Plan Review.

Bont said that Korber suggested that the Stormwater Management Ordinance should be a standalone ordinance, referenced in all three other documents: Site Plan Review, Subdivision Regulations and Land Use Plan Ordinance. In the Site Plan Review Regulations there are two spots where drainage is mentioned where you would have to bring to the table;

- A. Storm Water Drainage Plan showing the existing and proposed methods of handling storm water runoff,
- B. the direction of flow of the run off,
- C. location elevation,
- D. engineering calculations.

Bont would suggest that we just add in there to refer the reader to the Storm Water Management Ordinance.

Strickon stated that using color on the maps is a better tool to use when looking at maps to see where the displaced water is going to go. The black and white copies of the maps are not very effective until you color them in. Then you can see precisely where the water is and where drainage would go.

Chair Romprey said that the key to this entire Ordinance is in Option 2, paragraph B at the bottom of the page where it reads:

Post development peak runoff rate and volume shall not exceed pre-development levels for a 25 year storm event.

Town Manager Burbank said that Korber is coming next week. Town Manager Burbank explained that Korber had done work for Moultonborough with lots around the lake there. Korber worked with the Town of Moultonborough to correct their Ordinances with runoff issues.

Chair Romprey said that if this is a standalone Ordinance the Town of Lincoln could use it as is.

Beaudin asked about the guy that has a flat lot, would the Town require him/her to get a Storm Water engineer review as well.

Chair Romprey said that on a flat lot there is no impact and there is no issue. This part of the ordinance would pertain to lots that have drainage issues.

Town Manager Burbank said that even on Pollard Road where the geography is relatively flat, there are houses that take up a large percentage of the property. The displaced stormwater drainage is going to wind up on someone else's property.

Beaudin said that where he lives, you could run a garden hose and not effect anyone, but would it be required for flat lots to get an engineer review.

The Planning Board had a discussion about who would require a Storm Water Drainage Review done by an engineer. Some of the Board members thought that people with flat lots would not require an engineering review, however other Board members pointed out that even some flat lots might have stormwater runoff issues.

Town Manager Burbank said that the Town of Lincoln needs some type of mechanism to be able to tell if runoff would be an issue on specific lots.

Robinson said if you put the Stormwater Management Ordinance in the Land Use Plan Ordinance that all new building needs to go through the Planning Board, then that is what would happen. The Planning Board would have the ability to waive this requirement by a majority vote of the Planning Board.

Beaudin asked if that would take too much time and push out building dates.

Bont said that the Planning Board meets twice a month, so it would not anticipate any longer than a two week delay at a maximum.

Spanos said that a neighbor of someone who is building questioned the drainage of the build site could trigger a review requiring abutter's notices.

Town Manager Burbank said that if the builder is asking for a waiver, we would need to send out abutter notifications.

Bont and Town Manager Burbank were both in favor of notifying abutters.

There was a brief discussion about how to manage this requirement on both flat and sloped lots as well as how to manage abutter notifications and whether they would be required.

Chair Romprey took a quick poll of the room to see who would be in favor of notifying abutters for all building. All were in favor.

Robinson said that it will read something like, "This requirement may be waived by a majority vote of the planning board after a properly noticed meeting".

Bont asked for confirmation to add in a line C. under "Requirements".

Motion to approve the new Storm Water Management Ordinance

Motion: Jim Spanos Second: OJ Robinson

All in Favor: (3,0)

Rock Retaining Walls

Bont said that on page 22 of the Land Use Plan Ordinance, "Section K, Retaining Walls" was added.

Town Manager Burbank said that what this means is the record will show that the engineer has certified that the retaining wall is in compliance with the State Building Code. That fact will be reflected in a Land Use Compliance Certificate.

The Fire Chief is responsible for safety issues in town. If the property owner does not receive a Land Use Compliance Certificate it does not mean the property owners cannot live there; it means they did not get permission from the Town to live there because they never completed the process.

The Fire Chief, Ron Beard approved of the new wording.

Beaudin asked if the Planning Board members had spoken to any engineers that have built a boulder wall.

Town Manager Burbank said that the engineer will sign off if the owner or contractor will pay for them to be there the entire time the retaining wall is being built. It is also very expensive to build a boulder wall because of all the requirements such as special dirt, fabric, compaction tests and having the engineer there to ensure the building of the wall is done correctly.

Beaudin asked if a contractor builds a retaining wall and the owner is happy with it, is it still ok with the Town.

Bont said that what might happen is if a property owner builds a new house with a retaining wall on the property and they have a mortgage, they may need a Certificate of Occupancy or a Land use Compliance Certificate because the bank requires as part of the mortgage. If the property owner does not have one, the bank may not release their funds.

Town Manager Burbank said that walls built properly use up a lot of land. This requirement may make some of the lots in town unbuildable.

Spanos asked if there can be something on the drainage permit application saying something like: "Please note changes to the Land Use Plan Ordinance dated March 2015". If someone comes in to apply for a Land Use Permit, they will not know about the changes to the Land Use Ordinance. That notation will tell them there are other changes they may need to address.

Town Manager Burbank said that when an owner comes in for a permit to build, we will be sure to tell them that if you have a retaining wall on your property or if we see it in the plans, there are special requirements.

Bont said that now something like "Retaining walls must be compliant with the NH State Building Code" is written on the permit. The requirements for retaining walls has been part of the state building code for years, so this should not be a surprise to contractors building in the State of New Hampshire. It has been in effect for years as a State requirement.

Ron Beard said that it is not just rock walls, it is retaining walls.

Beaudin said that people like the look of a rock wall.

Chair Romprey asked Beaudin as a contractor wouldn't he want someone else to take responsibility for the retaining wall.

Beaudin said that as a contractor he didn't care if an owner wanted to pay someone to watch him build a rock wall.

Beard said that he was receiving more phone calls from insurance companies that payout on issues with retaining walls than homeowners with pellet stoves. If we get a shake or earthquake, and an insurance company comes in and says the retaining wall was not built to code they may not pay out. If you have a 2 million dollar home and have someone who doesn't know what they are doing build a rock retaining wall and then you can't get that land use compliance certificate, you may not get insured.

Town Manager Burbank said this is the best way to protect the Town of Lincoln. Furthermore, any pre-existing retaining walls that fall down, must be put back up in compliance with the NH State Building Code.

Spanos said that the IBC (International Building Code) used by the State of New Hampshire has been there since 2002.

Beard said that there is a chart that even before you build a rock wall, you need to know what type of soil you have because of the way that the soil will drain or compact. There are all kinds of variables when you engineer a wall, especially a retaining wall.

Motion to adopt Section K, "Retaining Walls" into the Land Use Plan Ordinance Motion: OJ Robinson Second: Paula Strickon All in favor: (3-0)

Peter Govoni request to change to General Use

Bont said that a letter was sent to Peter Govoni saying the Planning Board will not support the change of use on the front lot 110-008000-00. If you look at the lot plan, it looks like there was an effort to extend the General Residential Use across the Interstate and across Connector Road. Bont thought that was a far stretch.

Chair Romprey clarified that the back lots that were approved will be going back to General Use

because they were General Use before, but that Govoni's came in with a letter asking that the front lots also be changed and the Planning Board will not support that request.

Alpine Adventures Update

Town Manager Burbank explained what is happening with Alpine Adventures and the abutter's issues. Town Manager Burbank said that it would most likely become a ZBA issue if it goes any further. Town Manager Burbank agreed to be present during any further meetings between the abutters and Alpine Adventures.

Lincoln Green Update

Chair Romprey explained that Lincoln Green had been up for sale and the potential buyers had wanted to turn it into condominiums. An Ordinance was passed by the Planning Board 5 or 6 years ago that Lincoln Green must always stay a retirement/disabled housing community and that it would not be used for condominiums.

Master Plan Update

Bont said that the company that the town is considering to work on the Master Plan is coming in on January 21st for the Planning Board meeting.

Ice Castle

The Ice Castle will be opening on January 10th.

Strickon asked about the Ice Castle and what happens to the water when the ice melts.

Norman Belanger said that at Loon it was taken away and put in places where it could melt without causing problems.

Town Manager Burbank said that there is a natural drainage swale next to the Interstate that would handle most of the water.

Forest Ridge Update

Town Manager Burbank asked if the Planning Board knew that Forest Ridge was coming back in for a partial review of their Site Plan Review.

Chair Romprey said that Forest Ridge had some discrepancies in their engineering. They will be coming back to the Planning Board based on what the revised plan shows – a partial review.

Beaudin asked why the third party review did not catch the changes.

Chair Romprey said that the third party review was not in place when Mount Coolidge Construction, LLC, started to build. Either way, Rick Elliott for Mount Coolidge Construction,

LLC will be back in for a partial review. Drainage, elevation, and any changes to water & sewer and with water runoff mitigation will be addressed in the partial review.

Strickon said that the culvert next to the Senior Center was very full recently.

Chair Romprey said that the partial review will give us the opportunity to address the runoff into the brook.

Town Manager Burbank said that HEB Engineering, Inc. was originally signed on as a third party reviewer but there was indications that the developer was going to be looking for a new engineer. HEB wanted to compete for that business so they withdrew from doing our Third Party Review of the application before it even got started. The Town of Lincoln has now hired Ray Korber of KV Partners as the third party reviewer and he is reviewing the old plan versus the new plan versus what exists on the ground.

Chair Romprey said that Korber will look at alterations, drainage and runoff.

Town Manager Burbank said that Korber will review the Alteration of Terrain Permit with the state requirements as well.

Chair Romprey said that at this point if the engineer does not feel it is adequate we can impose further restrictions on the project.

Beard asked if they had a cease and desist letter now.

Town Manager Burbank said that he sent a Letter of Deficiency. He was not sure if they were continuing to build, but that they were not going to put in any more foundations until after the review with the Planning Board.

Chair Romprey said that any building they are continuing to do right now is at their own risk.

Robinson asked if Ray Korber will be at the partial hearing.

Chair Romprey and Town Manager Burbank both said that Korber will be there.

Beaudin asked when the review was scheduled for.

Bont said that it was February 11, 2015.

V. PUBLIC PARTICIPATION AND OTHER BUSINESS: Public comment and opinion are welcome during this open session. However, comments and opinions related to development projects currently being reviewed by the Planning Board will be heard only during a scheduled public hearing when all interested parties have the opportunity to participate.

VI. ADJOURNMENT

Motion to Adjourn at 7:15

Motion: Jim Spanos Second: Paula Strickon

Respectfully submitted,

Wendy Tanner, Planning and Zoning Recorder

Dated: January 7, 2015

R. Patrick Romprey, Chairman

