



**Minutes of the Government Records Council
July 31, 2018 Public Meeting – Open Session**

I. Public Session:

- **Call to Order**

The meeting was called to order at 1:32 p.m. by Ms. Robin Berg Tabakin at the Department of Community Affairs, Conference Room 129, Trenton, New Jersey.

- **Pledge of Allegiance**

All stood and recited the pledge of allegiance in salute to the American flag.

- **Meeting Notice**

Ms. Berg Tabakin read the following Open Public Meetings Act statement:

“This meeting was called pursuant to the provisions of the Open Public Meeting Act. Notices of this meeting were faxed to the Newark Star Ledger, Trenton Times, Courier-Post (Cherry Hill), and the Secretary of State on July 26, 2018.”

Ms. Berg Tabakin read the fire emergency procedure.

- **Roll Call**

Ms. Bordzoe called the roll:

Present: Robin Berg Tabakin, Esq. (Chairwoman), Jennifer Simons, Esq. (designee of Department of Education Commissioner Dr. Richard Lamont Repollet), Jason Martucci, Esq. (designee of Department of Community Affairs Commissioner, Lt. Governor Sheila Y. Oliver), and Steven Ritardi, Esq. (Public Member).

***** Steven Ritardi participated telephonically until 1:55 p.m. *****

GRC Staff in Attendance: Frank F. Caruso (Communications Specialist/Resource Manager), Rosemond Bordzoe (Secretary), John Stewart (Mediator), Samuel Rosado (Staff Attorney), and Deputy Attorney General Debra Allen.

Ms. Berg Tabakin advised that copies of the agenda are available by the conference room door.

II. Communications Specialist/Resource Manager's Report:

OPRA Trainings

Based on current staffing levels, the GRC has decided to suspend the scheduling of 2018 OPRA trainings until further notice. We have received several requests to date and have alerted those potential hosts to this fact.

The GRC is nonetheless happy to report that it will hold its 12th Annual OPRA Seminar on September 13, 2018. The seminar will be a full-day event featuring the GRC and Marc Pfeiffer returning with an updated Cyber Hygiene session. There is also potential for Records Management Services to provide an update on new retention developments. Registration should be opening within the next week. As it has with the past few seminars, the GRC will apply for CLE and CEU credit status.

Finally, the GRC will participate in a training session at the NJ League of Municipalities Conference on November 14, 2018 from 2:00 p.m. to 3:40 p.m.

Current Statistics

- Since OPRA's inception in July 2002, the GRC has received 4,920 Denial of Access Complaints. That averages about 308 annual complaints per slightly more than 16 program years. So far in the current program year (2019), the GRC has received 30 Denial of Access Complaints.
- 492 of the 4,920 complaints remain open and active (10.0%). Of those open cases:
 - 16 complaints are on appeal with the Appellate Division (3.3%);
 - 11 complaints are currently in mediation (2.2%);
 - 2 complaints are proposed for the Office of Administrative Law (0.4%);
 - 35 complaints await adjudication by the Office of Administrative Law (7.1%);
 - 87 complaints are tentatively scheduled for adjudication at an upcoming GRC meeting, which includes the current meeting (17.7%);
 - 341 complaints are work in progress (69.3%); and
 - 0 complaints are being held in abeyance (0%).
- Since Program Year 2004, the GRC has received and responded to 29,122 total inquiries, averaging about 1,941 annual inquiries per slightly more than 15 tracked program years (the GRC did not track inquiries in the agency's first year). So far in the current program year (2019), the GRC has received 147 inquiries.
- From January 1, 2015, until present:
 - The GRC has received 1,145 Denial of Access Complaints, which equals 23% of all complaints filed in the agency's history. That means that the GRC has received about 1.3 complaints on average for every business day (898 total days allowing for public holidays and weekends) during that period.

- The GRC has adjudicated 1,424 cases (some cases require multiple adjudications). That number does not include today’s adjudications.
- The GRC has received and addressed 6,996 inquiries, which equals 24% of all inquiries received in the agency’s history. That averages approximately 8 inquiries per every business day during that period.

III. Closed Session:

- Josephine V. Mella v. Passaic County Prosecutor’s Office (2016-217)

Ms. Berg Tabakin called for a motion to go into closed session. Mr. Martucci made a motion, and Ms. Simons seconded the motion. The Council adopted the motion by a unanimous vote.

The Council met in closed session from 1:42 p.m. until 1:49 p.m.

Ms. Berg Tabakin called for a motion to end the closed session. Mr. Martucci made a motion, which was seconded by Ms. Simons. The Council adopted the motion by a unanimous vote. Open Session reconvened at 1:50 p.m., and Ms. Bordzoe called roll.

- Present: Ms. Berg Tabakin, Ms. Simons, Mr. Martucci, and Mr. Ritardi.

IV. Approval of Minutes of Previous Meetings:

June 26, 2018 Open Session Meeting Minutes

Ms. Berg Tabakin called for a motion to approve the draft open session minutes of the June 26, 2018 meeting. Ms. Simons noted that Department of Education Commissioner Dr. Richard Lamont Repollet was confirmed and thus suggested that “Acting” be removed from the minutes. Mr. Martucci made a motion, which was seconded by Ms. Simons. The motion passed by a unanimous vote.

June 26, 2018 Closed Session Meeting Minutes

Ms. Berg Tabakin called for a motion to approve the draft closed session minutes of the June 26, 2018 meeting. Mr. Simons again noted that “Acting” should be removed from the minutes. Mr. Simons made a motion, which was seconded by Mr. Martucci. The motion passed by a unanimous vote.

V. New Business – Cases Scheduled for Adjudication

Ms. Berg Tabakin stated that an “Administrative Complaint Disposition” means a decision by the Council as to whether to accept or reject the Council Staff’s recommendation of dismissal based on jurisdictional, procedural, or other defects of the complaint. The reason for the Administrative Disposition is under each complaint below:

A. Administrative Disposition Adjudications with Recusals (Consent Agenda): None

B. Administrative Disposition Adjudications with no Recusals (Consent Agenda):

1. **Shamsiddin Abdur-Raheem v. NJ State Police (2016-207)**
 - No Correspondence Received by the Custodian
2. **Nathan Sanders v. Somerset County Superior Court of NJ (2018-137)**
 - Not Within GRC Jurisdiction (Request to Superior Court)

Ms. Berg Tabakin called for a motion to accept the recommendations as written in all the above Administrative Complaint Dispositions. Ms. Simons made a motion, which was seconded by Mr. Martucci. The motion passed by a unanimous vote.

VI. Administrative Disposition of Uncontested, Voluntary Withdrawals by Complainant (No Adjudication of the Council is Required):

1. **Harry B. Scheeler, Jr. v. NJ State SPCA (2015-316)**
 - Complaint Voluntarily Withdrawn
2. **Harry B. Scheeler, Jr. v. NJ Office of the Attorney General, Division of Law (2015-373)**
 - Complaint Voluntarily Withdrawn
3. **Harry B. Scheeler, Jr. v. Galloway Township (Atlantic) (2015-380)**
 - Complaint Voluntarily Withdrawn
4. **Harry B. Scheeler, Jr. v. NJ Office of Information Technology (2015-418)**
 - Complaint Voluntarily Withdrawn
5. **Harry B. Scheeler, Jr. v. NJ Department of Children and Families (2016-16)**
 - Complaint Voluntarily Withdrawn
6. **Harry B. Scheeler, Jr. v. City of Cape May (Cape May) (2016-17)**
 - Complaint Voluntarily Withdrawn
7. **Harry B. Scheeler, Jr. v. Stockton University (2016-18)**
 - Complaint Voluntarily Withdrawn
8. **Harry B. Scheeler, Jr. v. NJ Department of Transportation (2016-31)**
 - Complaint Voluntarily Withdrawn
9. **Harry B. Scheeler, Jr. v. NJ Motor Vehicle Commission (2016-34)**
 - Complaint Voluntarily Withdrawn
10. **Harry B. Scheeler, Jr. v. NJ Department of Transportation (2016-42)**
 - Complaint Voluntarily Withdrawn
11. **Harry B. Scheeler, Jr. v. NJ Department of Transportation (2016-43)**
 - Complaint Voluntarily Withdrawn
12. **Harry B. Scheeler, Jr. v. NJ State Police (2016-44)**
 - Complaint Voluntarily Withdrawn
13. **Harry B. Scheeler, Jr. v. NJ State Police (2016-45)**
 - Complaint Voluntarily Withdrawn
14. **Harry B. Scheeler, Jr. v. NJ Department of Banking and Insurance (2016-52)**
 - Complaint Voluntarily Withdrawn

15. **Harry B. Scheeler, Jr. v. NJ Motor Vehicle Commission (2016-54)**
 - Complaint Voluntarily Withdrawn
16. **Steve Reilly v. Middlesex County Sheriff's Office (2016-232)**
 - Complaint Voluntarily Withdrawn
17. **Robert Moss v. NJ Department of Environmental Protection (2017-40)**
 - Complaint Voluntarily Withdrawn
18. **Wynter Willis v. College Achieve Charter School - Paterson Campus (Passaic) (2018-25)**
 - Complaint Voluntarily Withdrawn
19. **Cynthia A. McBride v. West Deptford Township (Gloucester) (2018-31)**
 - Complaint Voluntarily Withdrawn
20. **Mitchell A. Newmark (o/b/o Verizon Americas Inc., Verizon Holdings LLC) v. NJ Department of Treasury (2018-40)**
 - Complaint Voluntarily Withdrawn
21. **Carmelo Lio v. Borough of Fairview (Bergen) (2018-56)**
 - Complaint Voluntarily Withdrawn
22. **Michelle Paden Battle v. Essex County Department of Corrections (2018-84)**
 - Complaint Settled in Mediation
23. **Vicki Benedict v. Willingboro Public Schools (Burlington) (2018-91)**
 - Complaint Voluntarily Withdrawn
24. **Scott M. Welfel, Esq. v. Township of Irvington, Department of Public Safety, Division of Police (Essex) (2018-97)**
 - Complaint Voluntarily Withdrawn
25. **Scott Madlinger v. Hudson County Board of Taxation (2018-115)**
 - Complaint Voluntarily Withdrawn
26. **Scott Madlinger v. Berkeley Township (Ocean) (2018-129)**
 - Complaint Voluntarily Withdrawn

VI. New Business – Cases Scheduled for Individual Complaint Adjudication

A. Individual Complaint Adjudications with Recusals:

A brief summary of the Council Staff's recommended action is under each complaint:

1. **Nicole Dory, Esq. (o/b/o Shipyard Associates, LP) v. City of Hoboken (Hudson) (2014-200) (SR Recusal)**
 - The Custodian complied with the Council's June 26, 2018 Interim Order.
 - The Custodian complied with Paragraph No. 8 of the Council's November 18, 2014 Interim Order.
 - There is no knowing and willful violation.
 - The Complainant is a prevailing party. The parties shall confer on fees and advise the GRC within twenty (20) business days if an agreement is reached. If not, Complainant's Counsel shall submit a fee application in accordance with N.J.A.C. 5:105-2.13.
 - Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion

to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a majority vote; Mr. Ritardi recused.

2. **Russell Carollo v. Rutgers, The State University of NJ (2015-325) (SR Recusal)**

- The original Custodian's response was insufficient because she failed to address each request item.
- The portion of the request seeking "records," "funding," and communications was invalid.
- The Custodian lawfully denied access to the portion of the request seeking third party OPRA requests because none existed.
- There is no knowing and willful violation.
- Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Mr. Martucci made a motion and Ms. Simons seconded the motion. The motion passed by a majority vote; Mr. Ritardi recused.

3. **Gloria Brown & Jeffrey Oster v. City of Newark (Essex) (2016-289) (SR Recusal)**

- Both Custodians lawfully denied access to Complainants' OPRA requests because no responsive records existed.
- Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a majority vote; Mr. Ritardi recused.

4. **Thomas Caggiano v. Township of Wantage (Sussex) (2016-115) (RBT Recusal)**

- The Township erred by denying the Complainant's request on the basis that he was an out-of-state requestor. See Scheeler v. Atl. Cty. Mun. Joint Ins. Fund, ___ N.J. Super. ___ (App. Div. 2018).
- The Custodian lawfully denied access to the OPRA request because disclosure would not advance the purpose of OPRA.
- The Township's OPRA request form does not violate N.J.S.A. 47:1A-5(f).
- Mr. Ritardi called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Mr. Ritardi called for a motion to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a majority vote; Ms. Berg Tabakin recused.

B. Individual Complaint Adjudications with no Recusals:

1. **Anonymous v. Burlington Township (Burlington) (2015-107)**

- The Council should lift the June 28, 2016 abeyance order and address whether the Custodian lawfully denied access to the subject OPRA request.

- The Custodian erred by denying the Complainant’s request on the basis that he was an out-of-state requestor. See Scheeler v. Atl. Cty. Mun. Joint Ins. Fund, ___ N.J. Super. ___ (App. Div. 2018).
 - There is no knowing and willful violation.
 - Ms. Berg Tabakin called for any discussion on the Council Staff’s findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff’s findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.
2. **Robert Kovacs v. Toms River Police Department (Ocean) (2015-264)**
- This complaint should be tabled for additional review.
 - Ms. Berg Tabakin called for a motion to have this matter tabled for further adjudication. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.
3. **Jason Marshall Litowitz v. NJ Department of Transportation (2015-301)**
- This complaint should be tabled for additional review.
 - Ms. Berg Tabakin called for a motion to have this matter tabled for further adjudication. Mr. Martucci made a motion and Ms. Simons seconded the motion. The motion passed by a unanimous vote.
4. **Damiano M. Fracasso, Esq. v. Township of Rockaway (Morris) (2015-310)**
- The Custodian failed to comply with the Council’s Order because she failed to include certified confirmation of compliance to Council Staff as part of her response.
 - The proposed special service charge was unreasonable and unwarranted. Accordingly, the Custodian must issue a refund of \$129.60 to the Complainant.
 - The knowing and willful analysis is deferred.
 - Ms. Berg Tabakin called for any discussion on the Council Staff’s findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff’s findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.
5. **Jesse Wolosky v. Borough of Washington (Warren) (2016-29)**
- The Council should dismiss the complaint because the parties have agreed to a prevailing party fee amount, thereby negating the need for any further adjudication.
 - Ms. Berg Tabakin called for any discussion on the Council Staff’s findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff’s findings and recommendations as written. Mr. Martucci made a motion and Ms. Simons seconded the motion. The motion passed by a unanimous vote.

6. **Jesse Wolosky v. Borough of Washington (Warren) (2016-30)**
 - The Council should dismiss the complaint because the parties have agreed to a prevailing party fee amount, thereby negating the need for any further adjudication.
 - Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.

7. **Kevin Brasler v. NJ Department of Banking and Insurance (2016-56)**
 - The Custodian did not unlawfully deny access to the Complainant's OPRA request item No. 1 because no record existed.
 - The Complainant's OPRA request item No. 2 is invalid because it lacks sufficient identifying information due to the fact that no records responsive to item No. 1 existed.
 - Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Mr. Rosado noted that he added language to pages 4 and 5 of the Findings and Recommendations to differentiate Paff v. Galloway Twp., 229 N.J. 340,355 (2017) from the instant complaint. Mr. Rosado noted that the additions did not alter the proposed findings. Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as amended. Mr. Martucci made a motion and Ms. Simons seconded the motion. The motion passed by a unanimous vote.

8. **Matthew B. Tully v. Borough of Avon-By-The-Sea (Monmouth) (2016-101)**
 - The Custodian bore his burden of proof that his response was timely in accordance with N.J.S.A. 47:1A-5(g), (i).
 - The Custodian lawfully denied access to the requested internal affairs report based on precedential case law.
 - Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.

9. **Matthew B. Tully v. Borough of Avon-By-The-Sea (Monmouth) (2016-102)**
 - The Custodian bore his burden of proof that his response was timely in accordance with N.J.S.A. 47:1A-5(g), (i).
 - The Complainant's request was invalid because it required research of ten (10) years of meeting minutes.
 - Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Mr. Martucci made a motion and Ms. Simons seconded the motion. The motion passed by a unanimous vote.

10. **William R. Juliana v. Township of Washington (Gloucester) (2016-114)**

- The GRC cannot identify the Township employee who violated N.J.S.A. 47:1A-5(h), (i).
- The Custodian may have unlawfully denied access to the responsive records. The Custodian shall certify to her response for each item, provide evidence regarding her response, and certify if records for a particular request item did not exist.
- The knowing and willful and prevailing party analyses are deferred pending compliance.
- Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.

11. **Josephine V. Mella v. Passaic County Prosecutor's Office (2016-217)**

- This complaint should be tabled for additional review.
- Ms. Berg Tabakin called for a motion to have this matter tabled for further adjudication. Mr. Martucci made a motion and Ms. Simons seconded the motion. The motion passed by a unanimous vote.

12. **Ronald W. Yarbrough (o/b/o Pro-Spec Corporation) v. East Windsor Municipal Utilities Authority (Mercer) (2016-234)**

- The Custodian bore his burden of proof that his response was timely in accordance with N.J.S.A. 47:1A-5(g), (i).
- The proposed special service charge was warranted, but not reasonable. N.J.S.A. 47:1A-5(c). The Custodian must recalculate the charge and provide it to the Complainant. If the Complainant pays the new fee, the Custodian must disclose responsive records.
- The knowing and willful analysis is deferred.
- Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.

13. **Tremayne Durham v. NJ Department of Corrections (2016-237)**

- The Complainant's request was invalid because it sought information and not identifiable government records.
- Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.

14. **Scott Madlinger v. Atlantic City Police Department (Atlantic) (2016-242)**

- The original Custodian's failure to timely respond resulted in a "deemed" denial.

- Request Nos. 1 and 3 were invalid because they failed to include sufficient identifiers.
- No unlawful denial of access to OPRA request No. 2 occurred because circumstances surrounding the Custodian's inability to comply were out of the City's control.
- There is no knowing and willful violation.
- Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Mr. Martucci made a motion and Ms. Simons seconded the motion. The motion passed by a unanimous vote.

15. **Terry L. Nase v. Township of Middle (Cape May) (2016-273)**

- The Custodian lawfully denied access to the responsive building plans in accordance with OPRA and prevailing case law.
- The Council does not have the authority to address common law issues. N.J.S.A. 47:1A-7(b); Rowan Jr. v. Warren Hills Reg'l Sch. Dist. (Warren), GRC Complaint No. 2011-347 (January 2013).
- Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.

16. **Teddy John Rose v. NJ Department of Corrections (2016-302)**

- The Custodian lawfully denied access to the responsive presentence reports under N.J.S.A. 47:1A-1.1.
- Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.

17. **Luis Rodriguez v. Kean University (2016-309)**

- The Custodian's extension requests were warranted and substantiated.
- Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Mr. Martucci made a motion and Ms. Simons seconded the motion. The motion passed by a unanimous vote.

18. **Jackson Horowitz v. NJ Department of Banking and Insurance (2016-318)**

- The subject request is invalid because it sought information and not identifiable "government records."
- Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion

to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.

19. Teddy John Rose v. NJ Department of Corrections (2016-325)

- The Custodian lawfully denied access to the requested mental health notes under OPRA and Executive Order No. 26 (Gov. McGreevey, 2002).
- Ms. Berg Tabakin called for any discussion on the Council Staff's findings and recommendations as written. Hearing none, Ms. Berg Tabakin called for a motion to accept the Council Staff's findings and recommendations as written. Ms. Simons made a motion and Mr. Martucci seconded the motion. The motion passed by a unanimous vote.

VII. Court Decisions of GRC Complaints on Appeal: None

VIII. ,Complaints Adjudicated in NJ Superior Court & NJ Supreme Court:

- Paff v. Twp. of Moorestown, 2018 N.J. Super. Unpub. LEXIS 1641 (App. Div. 2018): The Appellate Division upheld trial court's determination that unapproved, draft meeting minutes are not subject to the Open Public Records Act. However, the court also agreed with the trial court's determination that the Township of Moorestown violated the Open Public Meetings Act ("OPMA"), as the meeting minutes had not been approved for over three (3) years. Nevertheless, the court also held that a violation of OPMA does not trigger the statutory award of attorney's fees.

IX. Public Comment:

- Deputy Attorney General Bruce Solomon announced his retirement to the Council and thanked the Council and staff for their hard work on OPRA since its inception.

X. Adjournment:

Ms. Berg Tabakin called for a motion to end the Council meeting. Ms. Simons made a motion, which was seconded by Mr. Martucci. The motion passed by a majority vote

The meeting adjourned at 2:14 p.m.

Respectfully submitted,

Robin Berg Tabakin, Esq., Chair

Date Approved: August 28, 2018