

MINUTES

BOARD OF DIRECTORS MEETING

Thursday, February 27, 2020 – 10:00 AM

State Office Building – Conference Room 100, 1st Floor
317 Washington Street, Watertown, New York

The Development Authority of the North Country Board of Directors met in regular session at the State Office Building, Conference Room 100, 1st Floor, 317 Washington Street, Watertown, New York on Thursday, February 27, 2020 at 10:00 am.

Members Present:

Voting

Frederick Carter, Chairman
Thomas Hefferon
Alfred Calligaris
Alex MacKinnon
Margaret Murray

Members Absent

Mary Doheny
James Hollenbeck
John Johnson, Jr.
Dennis Mastascusa
Brian McGrath
Gary Turck

Non-Voting

Stephen Hunt

Staff Present:

James W. Wright, Executive Director
Michelle Capone, Director, Regional Development Division
Carl Farone, Deputy Executive Director
Brian Nutting, Manager, Water Quality Division
Patricia Pastella, Manager, Materials Management Division
Jennifer Staples, Director of Administration
Carrie Tuttle, Director, Engineering and Environmental Division
David Wolf, Director, Telecommunications Division
Angela Marra, Executive Assistant
Katie Maitland, Administrative Associate

Guests:

1. Executive Director's Report –

- a. NYS DOT Right of Way - at this time we are awaiting a response so this is still in process
- b. Regional Recycling Center – Disposal Fees
The Authority originally envisioned assisting the counties with disposal fees. As seen reflected in the budget, we are no longer able to. This is partly due to situations such as St. Lawrence County's volumes doubling due to their agreement to accept

recyclables from Casella. The Authority had requested that the counties not accept any fees prior to this being reviewed.

c. Regional Recycling Center – Progress

The facility is coming along nicely. The compactor is now in place. Electrical has been set. A larger hole needs to be cut for the trucks to enter the building. A used trailer has been purchased. We are anticipating getting 20 tons compacted into one load. We still need to discuss with the haulers regarding the stipulations from the village of Harrisville. Fort Drum may be coming on board to participate as they would like to go single stream. The county complains that Fort Drum does not sort or separate. Jefferson County is not participating in any of this recycling because they are concerned the Authority will increase their tip fees to pay for it. At this time we are hearing that Watertown and Fort Drum both want to go direct. We will have those discussions and move forward.

d. Plastic Bag Event – Salmon Run Mall

This event took place February 19th at the Salmon Run Mall to distribute and promote reusable bags to the community prior to the plastic bag ban going into effect on March 1, 2020. This was also used as a recycling education opportunity.

e. City of Ogdensburg - Dispatch Study

The mayor of Ogdensburg has asked that we enter into a contract with them to do a dispatch study. Through discussions with the mayor and city manager, it has been concluded that this project will be set aside for the time being. The Authority sees it as an opportunity to do a county wide study because they have a recommendation from the Comptroller's Office that one of the ways they could save money is a centralized dispatch for police, fire and 911 with the county. The City and Village of Potsdam have a similar recommendation. Since the Authority works with both, it seems to be a good plan to get some money from the Department of State and do a joint study to save money. This was moving along fine, but seems to have gotten intertwined in sales tax issues within the county. Rather than get in the crossfire, the Authority decided to step back and wait until these issues are resolved, then we will come back in to do the study.

2. Chairman Carter called the meeting to order at 10:10 AM.

3. Chairman Carter requested a roll call by A. Marra.

- M. Doheny, J. Hollenbeck, J. Johnson, Jr., D. Mastascusa, B. McGrath and G. Turck were not present; a quorum of voting members were present, however there was only one non-voting member present resulting in a true quorum not being confirmed.

4. Chairman Carter offered the Privilege of the Floor.

5. Chairman's Report – as presented by Chairman Carter

M. Murray and A. Calligaris have each been reappointed by the Jefferson County Board of Legislators to serve another four year term through 12/01/2023.

D. Mastascusa has been reappointed by the Lewis County Board of Legislators to another four year term through 02/01/2024.

Chairman Carter has appointed the nomination committee for the upcoming election procedures. This committee will consist of A. MacKinnon, D. Mastascusa, and M. Doheny.

J. Wright stated that the Board has convened its regular announced meeting. The Board is lacking a quorum, however following consultation with counsel, it has been determined the following actions can take place:

- 1.) A roll call established there was a quorum of voting members.
- 2.) Pursuant to Article III, section 2 of the Authority By-laws "The Chairman or Executive Director are each authorized to exercise the power of the Authority during periods between regular meetings"; and Article III, section 6 "In the event of the absence of any officer or for any other reason that the Authority may deem sufficient, the voting members of the Authority may temporarily delegate the powers or duties of any officer to any other officer or any member."
- 3.) The resolutions will be presented, discussed and acted upon by those in attendance.
- 4.) The Chairman and or Executive Director should approve the contracts authorized by resolution.
- 5.) The Board shall reaffirm the actions at its next regular session Board meeting.

All attending Board members were in consensus with this.

Following this Board meeting, the Finance Committee will convene to receive the annual budget. All Board members are invited to attend if they wish.

6. Finance – Comptroller's Report –

a. C. Farone reviewed the financial report for the period ending December 31, 2019.

C. Farone stated that total assets have increased from \$225 million to \$236 million, year to date primarily attributable to an increase in funds held in trust. Funds were borrowed for the materials management expansion and are held in trust. As these funds are utilized, the funds held in trust will deplete.

Liabilities of the Authority are relatively consistent. Total Liabilities have increased from \$56 million to \$66 million, for a total increase of \$9.7 million; also attributable to the bonds that we issued. Long term liabilities have increased from \$11.8 million to \$23 million due to the \$12.7 million in bonds that were issued.

Under Net Position, Invested in Capital Assets have increased from \$57 million to \$62 million; or 5 million. This is deceiving as this represents Capital Purchases less Depreciation. \$11.1 million has actually been spent in capital construction year to date.

Restricted assets, for designated assets, continue to be utilized as authorized by the board.

The Authority has produced \$1.8 million in positive change to net position. Total Operating Revenues of just under \$21 million. We're just under \$1million ahead of projections of our budget from a revenue perspective. All divisions are slightly ahead of projection so the increase is across the board. Operating Expenses are well under budget resulting from timing related issues. Expenditures for the Recycling Transfer Station had been budgeted because we were hopeful it would be operational. Water, Waste-Water, and water treatment expenses are less than projected because Fort Drum is buying less water than had been projected. Total operating income is about \$163,000 to the positive, but non-operating income reflects we are ahead of projected by about \$787,000.

A Calligaris asked if the New York State Administrator Assessment is still going to come through. C. Farone responded that yes it is supposed to. They have sent us an invoice in the amount of \$122,000, and a follow-up call has been received at the end last week stating not to pay it yet because they want to make sure the amount is correct. This is typically paid in March, but is being delayed this year until the state reconciles the amount to ensure it is correct. C. Farone predicts this number will increase.

7. Loan Report – M. Capone –

- Under S. Winkler, we are working with the attorneys and are having them sign a confession of judgement and are hopeful they will pay off our loan with other financing in the very near future.
- Woods Inn is a tourism loan that has been provided to them with interest only. They are two months behind, and catching up slowly.
- Eastern Resort Management / Snow Ridge – we ran into the USDA and will be setting up with them in the next couple weeks to review and talk about the future.
- Under the North Country Economic Development Fund program, NYPA money, North Woods Resort is two months behind and slow paying.
- ProSport is a questionable loan at this time, they are not making payments and we are working with the St. Lawrence County IDA on potential collection.

Everything else is being paid as agreed, and we drew the last \$1 million of the North Country Redevelopment Fund from Empire State Development, giving us \$5 million of that grant program.

8. Engineering –

a. Resolution No. 2020-02-01 approves the SCADA Services Agreement by and between the Authority and the Village of Lyons Falls, for a total not to exceed contract amount of \$19,500. The Executive Director is authorized and directed to execute said Agreement Amendment

Upon a motion by A. MacKinnon, and seconded by A. Calligaris, Resolution No. 2020-02-01, Approving SCADA Services Agreement, Village of Lyons Falls, Burnt-Shanty Well Field Controls Upgrade, was unanimously approved.

b. Resolution No. 2020-02-02, approves the Technical Services Agreement for Water/Sewer Rate Analysis between the Authority and the Village of Alexandria Bay. The Executive Director is authorized and directed to execute said Agreement Amendment.

C. Tuttle stated that this is a new project. The village provides services through the town and they need to confirm the billing is fair, so this will be a rate study. J. Wright commented that this rate increase cannot be blamed on the Authority as the increase was announced prior to our cost for services being agreed upon.

Upon a motion by A. Calligaris, and seconded by A. MacKinnon, Resolution No. 2002-02-02, Approving Technical Services Agreement, Village of Alexandria Bay, Water/Sewer Rate Analysis, was unanimously approved.

c. Resolution No. 2020-02-03, approves the Technical Services Agreement Amendment, by and between the Authority and the Town of Clifton. The Executive Director is hereby authorized and directed to execute said Agreement Amendment.

C. Tuttle stated that Clifton is moving forward with the disinfection by-product project at their wastewater treatment plant as mandated by the NYS DEC. They have received grant funding which the Authority assisted them in applying for through the CFA. This resolution will need to be amended at a later date.

Upon a motion by A. Calligaris, and seconded by A. MacKinnon, Resolution No. 2020-02-03, Approving Technical Services Agreement Amendment, Town of Clifton, was unanimously approved.

d. Resolution No. 2020-02-04, approves the Technical Services Agreement Amendment No. 1, by and between the Authority and the Town of DeKalb. The Executive Director is hereby authorized and directed to execute said Agreement Amendment.

C. Tuttle commented this is also a disinfection by-product project for the wastewater treatment plant in the Town of DeKalb. They also reached out to the Authority to assist with applying for funding. They were awarded a grant through the process and are now asking the Authority with the preliminary engineering.

Upon a motion by M. Murray, and seconded by A. MacKinnon, Resolution No. 2020-02-04, Approving Technical Services Agreement Amendment, Town of DeKalb, was unanimously approved.

e. Resolution No. 2020-02-05, approves the Technical Services Agreement, between the Authority and the Village of Lyons Falls, to provide support on a time and material basis. This resolution further authorizes the Executive Director to execute this Agreement.

C. Tuttle explained this contract will allow the Authority to provide services on an as needed basis. There is no defined scope of work, and a contract is needed to allow the Authority to respond if they do have an issue with any of their existing systems.

Upon a motion by A. Calligaris, and seconded by A. MacKinnon, Resolution No. 2020-02-05, Approving Technical Services Agreement, Village of Lyons Falls, SCADA and Instrumentation Technical Support, was unanimously approved.

f. Resolution No. 2020-02-06, approves the Technical Services Agreement Amendment No. 1, by and between the Authority and the Village of Malone. The Executive Director is hereby authorized and directed to execute said Agreement.

C. Tuttle explained this project is being funded by the Department of State. They bid this twice, and ended up with one bid and a contractor that was non-responsive. The Village ended up terminating the contract due to the contractor's failure to perform services within the required timeline. If the services are not completed within the required timeline they are unable to receive the grant money before the grant expires. They have asked the Authority to help them to procure the final items that have yet to be completed by the March 31st deadline.

Upon a motion by A. Calligaris, and seconded by A. MacKinnon, Resolution No. 2020-02-06, Approving Technical Services Agreement Amendment No. 1, Village of Malone, Mill Park on the Salmon River Project, was unanimously approved.

g. Resolution No. 2020-02-07, approves the Technical Services Agreement Amendment No. 2 by and between the Authority and the Village of Malone. The Executive Director is hereby authorized and directed to execute said Agreement Amendment.

Upon a motion by A. MacKinnon, and seconded by A. Calligaris, Resolution No. 2020-02-07, Approving Technical Services Agreement Amendment No. 2, Village of Malone, Public Works Facility, was unanimously approved.

h. Resolution No. 2020-02-08, approves the Technical Services Agreement Amendment No 1 by and between the Authority and the Village of Malone. The Executive Director is hereby authorized and directed to execute said Agreement Amendment.

C. Tuttle explained the current contract is for three days each week at their wastewater treatment plant. Due to pending retirements, they would lose their operator with the license level needed to run their facility. This would amend the existing contract, bringing the management services to a full-time water quality supervisor position.

Upon a motion by M. Murray, and seconded by A. MacKinnon, Resolution No. 2020-02-08, Approving Technical Services Agreement Amendment No. 1, Village of Malone, Water Treatment System Facilities, was unanimously approved.

i. Resolution No. 2020-02-09, approves the Technical Services Agreement Amendment No. 1 between the Authority and the Town of Morristown. The Executive Director is hereby authorized and directed to execute said Agreement Amendment.

C. Tuttle stated that when the Village of Morristown dissolved, they had received a grant from the Department of State for \$50,000, which they did not spend. The Department of State is actually transferring those funds over to the Town. The Town has asked the Authority to assist them with implementing some of the activities that the village did not get done, and they are able to use these funds for. The Town had also been awarded \$50,000 which they did spend and implement the tasks they were responsible for.

Upon a motion by A. Mackinnon, and seconded by M. Murray, Resolution No. 2020-02-09, Technical Services Agreement, Town of Morristown, Dissolution Implementation, was unanimously approved.

j. Resolution No. 2020-02-10, approves the Technical Services Agreement by and between the Authority and the Town of Parish. The Executive Director is hereby authorized and directed to execute said Agreement.

C. Tuttle stated that the Town of Parish reached out to the Authority for assistance on a water project after a bond resolution was stalled at the board level due to miscommunication. They have since approved the resolution at a recent board meeting. Once they get through the project's preliminary stages, they can then apply for funding beginning with the consolidated funding applications that are due in July.

Upon a motion by T. Hefferon, and seconded by M. Murray, Resolution No. 2020-02-10, Approving Technical Services Agreement, Town of Parish, Water District Project Assistance, was unanimously approved.

k. Resolution No. 2020-02-11, approves the Technical Services Agreement Amendment No. 1 by and between the Authority and the Village of Theresa. The Executive Director is hereby authorized and directed to execute said Agreement.

C. Tuttle explained the Village of Theresa also received a letter from DEC requiring them to begin disinfecting at their wastewater treatment plant.

Upon a motion by A. Calligaris, and seconded by A. Mackinnon Resolution No. 2020-02-11, Approving Technical Services Agreement Amendment, Village of Theresa, was unanimously approved.

J. Wright commented that in complete disclosure, the Town of Parish is located in Oswego County, but remaining consistent with the Board's strategic plan last year, this is within a two-hour radius which is also how we are able to service Tupper Lake and Malone. The Authority is already doing business in Sandy Creek and Richland as well.

A. Calligaris stated that this is interesting because they have other authorities available to them in that area, and that this is a compliment to us. J. Wright added that their source would be the Onondaga County Water Authority and they only pump water, they do not provide the same services that we do.

9. Regional Development –

a. Resolution No. 2019-12-132, approves a loan in the amount of \$100,000 from the Community Development Loan Fund to Thompson Park Conservancy Inc. based on the terms and conditions outlined in the Term Sheet. The Executive Director or Deputy Executive Director/CFO are authorized to execute all documents necessary to make the loan. This is considered a Type II Action under the State Environmental Quality Review Act (SEQRA) and is considered an exempt activity requiring no further action.

M Capone reported that the Watertown Local Development Corporation did approve a \$40,000 in funding. One question that was asked at our last meeting was where the City stands on providing additional funding for the zoo. The council did meet at the zoo and the mayor has expressed support for additional funding, however the council did not come to a consensus for the additional funding requested. The city already gives the zoo \$30,000 each year. The request from the zoo is to increase this amount to \$100,000 per year for the next five (5) years. M. Capone further stated that she did receive the zoo's internally prepared financial for 2019. Their \$50,000 deficit was less than previous years. The funding from the

Authority would be used to pay off a line of credit with Community Bank, which will help them free up working capital. M. Capone stated the zoo has provided her with marketing and strategic plans and projections. M. Capone further stated that based upon their projections, this loan would be similar to Eastern Resort Management meaning the only way the Authority would be repaid is if the zoo meets their projections. It is encouraging that they have been able to show improvements on their revenues in 2019 over 2018, but the improvement isn't sufficient to repay a loan.

M. Murray asked if most of the revenue is sponsorships. M. Capone confirmed this stating that income in 2018 and 2019 was corporate sponsorships. Government contributions were \$66,000, grants were \$106,000, and then guest services to include admissions, gift shop, and concessions at \$292,000.

A Calligaris asked if they planned to use some of this money to pay off other debt. M. Capone responded they will be paying off a line of credit with Community Bank.

A. Calligaris further asked how it could be considered working capital if it is going to be used to pay off debt. M. Capone stated that it would be stated that they are refinancing debt as it is not going toward any assets, it is just cash going into the business to pay off the working capital line further allowing them to free up cash. A. Calligaris stated that this loan would make more sense if they were going to use it to generate revenue and improve the zoo.

F. Carter asked why we are looking to loan the money to pay off a bank and why can't the bank do something with the zoo until they get on their feet. F. Carter agreed that the \$100,000 should be used towards the development of the zoo.

T. Hefferon commented that he does not believe the zoo will get \$100,000 from the Watertown City Council. J. Wright commented that the Mayor of Watertown called him and indicated that there would be additional funding coming from the city and encouraged the Authority to adopt this. Mary Doheny as a board member has called and encouraged us to adopt this. J. Wright further commented that the Authority does not typically tell an organization that we loan money to what they can do with the money. That is an independent decision to be made by their independent board. We can see the zoo is under new management, and that he is an experienced zoo director based on their deficit having been reduced this year. The trust and the city are being supportive based on this new direction and progress. However, these facts do not make it a less risky loan.

F. Carter stated they would like to see the money used for the zoo and not paying off debt, and suggested changing the resolution to reflect this. T. Hefferon commented that there is probably no sense in doing the loan because they have a need to do that and they can't operate without this money. A. Calligaris stated that the only thing the Authority would be saving them is their monthly payment. M. Capone commented this is correct, because Community Bank is calling their loan.

S. Hunt asked if they would still be making the payments to the Authority. M. Capone replied they are still going to make payments to us. Their current issue is the bank is calling their loan. The zoo could go back to the bank and renegotiate a permanent solution. This could result in a higher interest rate and shorter term. The Authority funding would be more favorable to them. F. Carter stated this should be the answer then, the zoo should go back and renegotiate with the bank. He further commented that he has no issue voting to approve the \$100,000, but does not want to see it used to pay off the debt because we shouldn't be doing that with the Authority's money.

S. Hunt asked why the bank calling the loan. M. Capone responded that it was a line of credit with a term on it. S. Hunt further asked if the bank did not want to extend it. M. Capone replied that they do not want to renew it. A. Calligaris then asked if they want a zoo. A. Calligaris further commented that maybe they will renew it if we give the zoo the money for capital giving the zoo some leverage. M. Capone responded that we could put these stipulations in the resolution, but there is no way to monitor the funds once awarded.

A. MacKinnon commented that this money is going to go to pay the zoo and build other cash flow things that the zoo is going to do anyway, freeing up the cash then to pay the bank. He further stated that to him this is a Watertown issue as not many people from Massena go down to the zoo. If the folks in Jefferson County and Watertown go along with it, then I could go along with it too.

A. Calligaris asked if when this is called a line of credit, it is a term loan. M. Capone responded no. A. Calligaris further stated they could turn it into a term loan and they could pay it off, with most of the money we give them to be used for operations. A. Calligaris stated that from their perspective, the Authority's funding is probably more attractive. F. Carter stated this is a Watertown issue, and asked T. Hefferon what he wants to do. T. Hefferon responded that he is not really interested in it.

S. Hunt asked if the zoo still owes the full amount of \$100,000 to the bank. M. Capone responded the last she spoke with them, they did. S. Hunt further asked what the bank would do when they are told the zoo cannot pay them. M. Capone stated she has not asked this question. S. Hunt asked about the Community Development Loan Fund, and if the Authority had used this for working capital before. M. Murray asked if this were to help free up the cash flow, would the payments be smaller. A. Calligaris stated this would be possible if they were able to turn it into a longer term debt.

A. MacKinnon asked if the city was going to go along with it and give them what they asked for. T. Hefferon stated that he doubted they would get this amount, but further stated he has not spoken with anyone at the city either. A. MacKinnon stated that if they were willing to put the money up, he could go along with something. Mr. Hefferon stated this would be in next year's budget, and further stated that he doubts they are going to get the \$100,000.

M. Capone stated that there is an Authority meeting in March. She stated this could be tabled and more information could be gathered on the line of credit if there is interest in pursuing a working capital loan, but if there is no interest in lending the money then that can be agreed upon today.

A. MacKinnon stated that he would be interested, if the city was willing to participate. However, if the Authority gives the money and the city does not, that shows that they are not interested in having a zoo. A. MacKinnon further stated that there is an interest from the Authority Board, but we're waiting to see if there is going to be community assistance because as a zoo it's a community effort. This is different than giving them \$100,000 and hoping we get it back. M. Capone asked if the board would like to table this for further information, especially about a collaboration. T. Hefferon stated sure.

J. Wright commented that Watertown is participating in terms of the Watertown Local Development Corporation which approved a \$40,000 loan doing essentially the same thing the Authority would be, and the mayor is a member of that board along with other city appointees. J. Wright also cautioned against trying to dictate terms of how the loan is utilized

as this has not been the perspective of the Authority in the past. He further stated they should be looked at as a loan, and the decision made based on that loan. Within the resolution's write-up it is shown that the Authority provided them \$100,000 to pay off \$100,000 they borrowed to bridge Senator Ritchie's grant loan.

F. Carter commented that the Authority should let the City decide what they want to do, and the Authority will be there to help.

Resolution No. 2019-12-132, Community Development Loan Fund, Thompson Park Conservancy Inc., was tabled per a request for more information.

b. Resolution No. 2020-02-12, approves the loan modification for GOCO Ventures, LLC for an additional eight months of interest only payments beginning with the October 1, 2019 payment and ending with the May 1, 2020 payment with the loan re-amortizing to be repaid over the remaining term, and authorizes the Executive Director to execute all necessary documentation.

Upon a motion by A. Calligaris, and seconded by M. Murray, Resolution No. 2020-02-12, Community Development Loan Fund, GOCO Ventures, LLC, Loan Modification, was unanimously approved.

c. Resolution No. 2020-02-13, approves the loan modification for Trailhead Resort LLC consenting to the Essex County IDA Ground Lease subordinate to the Authority's loan. The Executive Director or Deputy Executive Director/CFO are authorized to execute all necessary documentation.

Upon a motion by M. Murray, and seconded by A. Calligaris, Resolution No. 2020-02-13, Regional Tourism Transformational Community Revolving Loan Fund, Trailhead Resort, LLC, Loan Modification, was unanimously approved.

d. Resolution No. 2020-02-14, authorizes the Director of Regional Development to submit an application to the U.S. Department of Economic Adjustment for funding to implement on-going efforts as set forth in the joint land use study.

M. Capone stated this would be our third request to OEA. We are looking for additional funding to implement the query tool that has been discussed at prior planning meetings, as well as proportional funding for improvements to the Army water line as part of the military installation resilience pool of money. If this request is funded, it will be brought back to the board for authorization on how to execute.

Upon a motion by A. Calligaris, and seconded by A. MacKinnon, Resolution No. 2020-02-14, Application for Funds, Office of Economic Adjustment, Joint Land Use Implementation Funding, was unanimously approved.

10. Water Quality –

a. Resolution No. 2020-02-15, authorizes the Operations and Maintenance Service Agreement between the Authority and the Town of Lisbon. The Executive Director is hereby authorized to execute the required and necessary agreements.

B. Nutting explained the Town of Lisbon would like a six month agreement to see what type of services we provide, and they will reevaluate our contract after that.

Upon a motion by A. Calligaris, and seconded by A. Mackinnon, Resolution No. 2020-02-15, Operations and Maintenance Service Agreement, Town of Lisbon, Water and Sewer Districts, was unanimously approved.

b. Resolution No. 2020-02-16, authorizes the Operations and Maintenance Service Agreement between the Authority and the Town of Morristown. The Executive Director is hereby authorized to execute the required and necessary agreements.

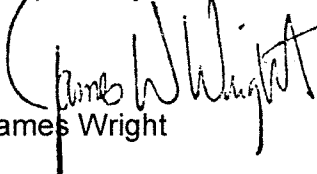
Upon a motion by A. Mackinnon, and seconded by M. Murray, Resolution No. 2020-02-16, Operations and Maintenance Service Agreement, Town of Morristown, Water and Sewer Districts, was unanimously approved.

c. Resolution No. 2020-02-17, authorizes the Operations and Maintenance Service Agreement between the Authority and the Town of Pamela. The Executive Director is hereby authorized to execute the required and necessary agreements.

Upon a motion by A. Calligaris, and seconded by M. Murray, Resolution No. 2020-02-17, Operations and Maintenance Service Agreement, Town of Pamela, Sewer District 9, was unanimously approved.

11. Upon a motion by A. Calligaris, and seconded by M. Murray, the meeting was adjourned at 11:00 AM.

Respectfully submitted,



James Wright

Executive Director

