

Minutes of the Meeting of the Concord Housing Development Corporation (CHDC) held on

August 9, 2016

Meeting was convened at 7:00PM in the town office at Keyes Road. Attending: Marshall McLean, Barbara Morse, Jerry Evans, Liz Rust, Lee Smith, Amir Viskin. Attending as guest, Jack McBride, Amir Viskin.

NOTE: it was agreed that Jerry Evans will recuse himself from Jack McBride's presentation, and will not participate in any votes on matters related to Mr. McBride's presentation due to potential conflicts of interest.

JACK MCBRIDE PRESENTATION

Black Birch is a 55+ development in West Concord, with 25 homes and 3 "Concord Affordable" units. Was developed with a PRD (T.M. approved), following recommendation by Planning Board, and Conservation Committee.

An property, adjacent to the Thoreau Club, is being developed for an additional 16 units, with 2 of the units approved as "Concord Affordable". - Plans were shown.

The calculated "cost" of the affordable units (i.e the difference between the market rate of ~\$850K and the \$350K affordable rate) is approximately \$1M.

Mr. McBride proposes a \$1M gift to the Town - to be used for the development/promotion of affordable housing in Concord, in lieu of the two affordable units.

A special Town Meeting is required.

The board expressed its support of a Special Town meeting to vote on this proposal, and believes it would advance the development and funding of Affordable Housing in town.

Barbara and Marshall will attend Selectmen's Monday meeting in support of this issue.

SMALL GRANTS

The sub-committee gave an update on the status of small grants. Including a discussion of how to deal with "retroactive" requests. Last round we approved \$22,300 and we project that the annual need is about \$40K.

The current balance in the fund is approx. \$200K. Therefore, in the future, other sources of funding will need to be considered in order to continue with this program.

A discussion of future allocation parameters will be held in a future meeting.

A motion to approve the current round was presented and approved.

JV FUNDING

CHDC needs to submit breakdown and request funds from CPA

OTHER

A check for \$101K was written (Jerry) for the 188 Main Street LLC buydown

The minutes of the June and July meetings will be presented for approval during the September meeting.

There being no further items, a motion to adjourn was presented. The meeting adjourned at 8:45PM.

September meeting is planned for the FIRST Tuesday in September,

Respectfully Submitted,

Amir Viskin, Clerk

Minutes of the Meeting of the Concord Housing Development Corporation (CHDC) held on

September 9, 2016

Meeting was convened at 7:00PM in the town office at Keyes Road. Attending: Barbara Morse, Jerry Evans, Lee Smith, Marylynn Boris, Amir Viskin.

UPDATE ON GRANT REQUESTS

Due Sept 30; Per Marsha, Barbara will not have to write the grants at this time. Town will write. Barbara to follow up to confirm that the grant were prepared/submitted.

JV UPDATE

Phil updated on the phone conference with Marsha, with Walter and Fuss & O'Neill. Marsha expressed concern that Grantham is not "picking up the pace" - she expects more involvement and coordination from Grantham.

On the Building Orientation - Walter will need to provide the rationale for the current orientation and design.

Waiting for Grantham to file a comprehensive permit (by end of Sept.). The filing with the Board of Appeals (meet in Nov.)

Need to remind them that there are \$20K from CHDC.

MCBRIDE PROPOSAL

NOTE: Jerry Evans will recused himself from participating in this discussion.

CHF (Terry, Charles) expressed concerns about the Special Town Meeting request as "bad precedent".

Selectmen table the discussion until next meeting.

CHDC supports the initiative and the use of the gift towards affordable housing projects (JV at present).

SMALL GRANTS

Lara prepared a chart of all recent and current grant requests.

A discussion of future allocation parameters will be held during next meeting, including Liz Rust draft agreement proposal.

OTHER

Marshall McLean is resigning for the CHDC Board.

Discussed the need to identify potential candidates to join the board.

June and July Minutes were approved without objection.

Next meeting is planned for WEDNESDAY October 12.

There being no other items, the meeting was adjourned at 8:30PM.

Respectfully Submitted,

Amir Viskin, Clerk

Minutes of the Meeting of the Concord Housing Development Corporation (CHDC) held on

October 18, 2016

Meeting was convened at 7:00PM in the town office at Keyes Road. Attending: Phil Posner, Dan Gaulin, Barbara Morse, Jerry Evans, Lee Smith, Amir Viskin. Steve Ng joined the meeting as well.

JV UPDATE

No new documents from Walter/Grantham.

Next step: file 40B (comprehensive application) with the zoning board - by end of Oct. for Dec meeting).

Marsha seemed satisfied following a meeting with Grantham - Phil and Marylynn attended as well.

Regarding the issue of building orientation - common areas will overlook landscape and not the prison.

It seems unrealistic to expect building permits by February 2017.

Invite Grantham to November CHDC meeting.

MCBRIDE PROPOSAL

FINANCIAL COMMITTEE UPDATE

Barbara attended the Fin. Com. meeting - there seemed to be a need to review the history/background of the JV project.

Barbara will distribute the document she prepared in the Spring, and circulate to the various committees.

Also see email from Mina Makarious re: AG Public Entity process. Town counsel to review and confirm/formalize our position.

CHF UPDATE

Phil attended a meeting - discussed a fundraising goal of \$250K for JV.

PR

Discussed the scope of engagement with PR consultant:

- Press releases

- Barbara Summary

- “updates” from our meetings

OTHER

Discussed need to identify potential new members.

Barbara updated on Long Range Planning committee.

Review whether to add questions to the survey they are preparing. Data on housing needs (Housing Production Plan already has some compiled information)

Phil brought up the need to organize “institutional memory”

MCBRIDE UPDATE

NOTE: Jerry Evans will recused himself from participating in this discussion.

Special meeting scheduled for Dec. 8.

Need to ensure that the gift is allocated to developing affordable housing - JV being the primary project.

There being no other items, the meeting was adjourned at 8:15PM.

Respectfully Submitted,

Amir Viskin, Clerk

Minutes of the Meeting of the Concord Housing Development Corporation (CHDC) held on

November 7, 2016

Meeting was convened at 7:00PM in the town office at Keyes Road. Attending: Phil Posner, Jerry Evans, Elizabeth Rust, Barbara Morse, Dan Gaulin, Lee Smith, Marylynn Boris, Amir Viskin.

The following guests were present: Barry Wagner (PR firm), Walter Ahinian (Grantham), ___Clark and David Trousk (Timothy Wheeler House - TWH)

TWH

Presentation by David Trousk, Treasurer and ___Clark, member of the TWH board. See Exhibit #1 and Proposal #2

TWH is a boarding house for men and women, available primarily to Concord residents. TWH is requesting \$15K from the Town to perform a structural report leading to efforts to renovate the House (The Historical Preservation Comm. is the most likely source of funding). TWH requests that CHDC write a letter in support of its efforts to ensure that TWH remains an option for affordable housing to seniors in the community.

Liz comment: TWH is not formally an affordable housing property.

Motion was approved unanimously.

Barbara will draft a letter of support (due 11/15).

JV UPDATE

Walter Ahinian presented an update of where the project stands and projected timeline.

Looking Back:

4/16 application to DHCD

8/16 zoning change to ZBA

9/16 Met with Marcia Rasmussen and Elizabeth Hughes. Orientation of the building was satisfactorily addressed. Looked into the West Concord design guidelines (Architectural features, energy efficiency, parking, lighting, etc.)

9/16 Application for funding towards JV (\$350K): CPC recommends, approval during Town Meeting - 4/17

10/16 Fuss & O'Neill work on site documents.

11/16 Full documents,

A letter from the Fin. Comm. with clarification questions due 11/20 - will send to us for comments. Prepare a "21 Year "one stop" projections and 40B cost limitations.

11/10/16 NRC meeting.

ZBA submission 12/1 for 1/12 meeting. Two hearings are expected.

Noted: upcoming Special Town Meeting 12/8 and Selectmen meeting 12/12.

Looking ahead:

2/17 DHCD Full application (1st round) - typically two rounds.

6/18 - Tx Credits awarded

11/18 - break ground (50% of town funds)

12/19 - Certificate of occupancy (Balance of town funds)

BARRY WAGNER - PR

Discussed the scope of engagement with PR consultant:

- Communicate our mission

- Why Concord needs Affordable Housing?

- Give Barry the results of the "Open Space" workshop, and the Housing Production Plan.

Communications: Concord Journal, Council on Aging, W.C> Advisory Committee, Web Site links, Grantham PR.

OTHER

Discussion of Small Grants (Liz Rust presentation on process) deferred to next board meeting due to late hour.

There being no other items, the meeting was adjourned at 9:15PM.

Respectfully Submitted,

Amir Viskin, Clerk

CONCORD HOUSING DEVELOPMENT CORPORATION

155 Keyes Road, Concord, MA

MEETING MINUTES – December 13, 2016

Meeting commenced at 7:15

Present: Phil Posner, Jerry Evans, Marilyn Boris, Lee Smith, Barbara Morse, Liz Rust, Dan Gaulin

Guests: Kara Stokes, Michael Rudd

- CHDC Financial Statements presented by Phil and signed by Jerry

- Discussion of presentation to Concord Select Board re: Junction Village status

 - Requests made for CHDC to be more transparent

 - Phil spoke with Town Counsel who stated that CHDC is an independent body established by special legislation. While Town Counsel's opinion will be addressed to the Town, his preliminary opinion is that CHDC is not subject to state procurement laws or open meeting laws. (Formal Opinion Letter has not yet been delivered to or reviewed by CHDC).

 - Phil stated that notwithstanding Town Counsel's opinion, CHDC will agree to provide more public outreach, more transparency, and generally invite the public to open portions of CHDC meetings and pursue more open and public discussion of the Junction Village ("JV") project.

 - Phil stated that tonight there will be an open conversation amongst attendees about JV and then close the public portion of the meeting to discuss other CHDC matters.

 - Phil stated that CHDC is the owner of real estate charged with developing affordable housing.

 - The specifics of the JV project can be addressed in public meetings of the Planning Board, Zoning Board of Appeals and the Natural Resources Commission each with opportunity for public comment.

 - CHDC will also be present at the West Concord Advisory Committee on January 4, 2017 to give a presentation on the JV project and to answer questions and to hear public comment.

 - CHDC will meet again with the Finance Committee or their subcommittee to address and discuss gap funding for the JV project.

- Discussion ensued re: project timeline and permitting and funding process with questions posed by Kara Stokes; Phil asked Kara how CHDC can help to address her issues with the project.

-Kara asked if \$3million request from the Town is the result of a change in the JV Project, why wasn't it re-bid?

Phil stated- This project was not spec'd out and then bid pursuant to a formal bid process.

Barbara Morse stated- the RFP was open-ended for different proposals based on the land use restrictions and site constraints that came along with the grant of land from the State to CHDC. The proposals were conceptual with rough numbers, not hard budgets. Grantham was the only proponent of affordable assisted living. The state (through DHCD) was always going to require a subsidy from the Town. That is how affordable housing projects work. It is not a "funding gap" it is a subsidy that is a fundamental part of developing affordable housing.

Kara Stokes asked if CHDC has asked Grantham to develop fewer units?

Barbara stated- 83 units is the minimum number to make the project work financially. Utilities and infrastructure need to be brought to the site. The deed restriction imposed by the state requires all units to have some level of affordability. None of the other proposals were as workable as was Grantham's.

Kara Stokes asked for an explanation for the affordability details and a breakdown and applicability of the affordability in for the Concord area median income.

7:50 p.m. – Walter Ohanian of the Grantham group joined the meeting.

Walter stated- the project will be comprised mostly of single individuals renting units.

Staff will be approximately 30 full time employees and 40-45 total employees consisting of nursing/healthcare providers, an activities person, and a receptionist.

On average, residents will have a total of 3-4 cars. Most do not drive.

Kara Stokes asked- what about emergency vehicle traffic?

Walter- staff is trained to communicate "non-emergency" calls when appropriate.

Kara was asked if she had any additional questions at this time. She responded "no"

Phil invited Kara to return to CHDC meetings in the future.

Kara Stokes and Michael Rudd left the meeting at 8:00.

-Request for Archeological Survey

Joel Boyd and Paul Macone joined the meeting for the purpose of requesting permission to examine the CHDC property at the proposed JV site for purposes of archeological examination of the site for artifacts related to a muster of military troops in 1859.

CHDC asked that they notify in advance the area residents to inform them of what they intended to do on site and asked for signed waivers and indemnification of CHDC from all participants.

Any objects found will be the property of CHDC however they are asking that any such finds be donated or loaned to the Concord Museum.

Phil asked that they contact CCHS, Concord Academy and Middlesex School, (and other local schools) to discuss possible educational opportunities for our local students.

Phil made a motion to allow the archeological survey subject to putting appropriate right of entry or similar legal documentation in place in advance.

Motion was seconded and passed unanimously.

-Grantham Request for Engineering Funding

Walter Ohanian of the Grantham Group addressed CHDC to request funds for engineering work for the JV project. He requested \$20,000 for additional engineering work to reimburse Grantham for the amount they have expended thus far. The reimbursement would be credited back to CHDC if Grantham closes on the ground lease for the JV project. If the project does not close, CHDC would not be reimbursed but it would receive all engineering reports, studies and materials.

-Liz Rust requested from Walter a copy of the site appraisal done by DHCD and stated that CPA funds were appropriated for this purpose.

-Phil questioned whether CHDC sought reimbursement for the appraisal and asked that we ask Laura Kritzer.

-Lee Smith added that CHDC would like a memorandum of agreement with Grantham regarding the terms of the reimbursement of the engineering costs.

-Barbara stated that the name "Christopher Heights" was getting some push back and requested public explanation of where the name comes from.

-Walter agreed to provide that explanation.

-Walter left the meeting at 8:50

Phil made a motion to award a contract to Barry Wanger for PR services subject to negotiation of his scope of services and approval of a fee schedule.

Motion was seconded and passed unanimously.

Meeting adjourned at 9:30.

Minutes of the Meeting of the Concord Housing Development Corporation (CHDC) held on

January 19, 2017

Meeting was convened at 7:00PM in the town office at Keyes Road. Attending: Phil Posner, Jerry Evans, Barbara Morse, Dan Gaulin, Lee Smith, Marylynn Boris, Amir Viskin.

The following guests were present: Michael Rudd

SMALL GRANTS

Will be in the agenda for next month's meeting

UPDATES

Phil reported on financial statement - completed and filed. The clerk will do the annual filing next year.

INSURANCE

Renewal of the General Liability (including Vacant Land supplement) to be completed by February 1st renewal.

Note - old files are currently at Phil's office.

DROPBOX

Phil will send the link again

NEW MEMBER - OUTREACH

Discussed outreach for new members for the CHDC board.

BARRY WNGER - UPDATE (via phone conference)

Will meet with Liz and Jerry face to face. Discussed prioritizing advocacy actions in preparation for Town Meeting - in April. These include - a bullet-point sheet that we can use when talking with town citizens, meeting with organizations in Concord (p.e. Council on Aging, churches and synagogue) to present the project and gain support, and having a consistent and positive message.

Need to have correct and consistent numbers and statistics in our communications.

CHRISTOPHER HEIGHTS (JV)

Reviewed some of the issues presented by stakeholders: open space, energy efficiency, and JV as part of the bigger picture of how Concord addresses the challenges facing our seniors: bylaws, tax relief among others.

Voted to meet again in two weeks: Tuesday, January 31, to discuss in more detail next steps as we prepare for Town meeting.

There being no other items, the meeting was adjourned at 9:15PM.

Respectfully Submitted,

Amir Viskin, Clerk

Minutes of the Meeting of the Concord Housing Development Corporation (CHDC) held on

January 31, 2017

Meeting was convened at 7:15PM in the town office at Keyes Road. Attending: Phil Posner, Jerry Evans, Barbara Morse, Liz Rust, Dan Gaulin, Lee Smith (via phone), Marylynn Boris, Amir Viskin.

SMALL GRANTS

Lara Kritzer is leaving, Liz will take over the administration of the Small Grants program.

The sub-committee that review the proposals include: Jerry, Amir and Marylynn. There are currently five applications for review. Discussed the importance in ensuring that the projects are completed, and developing a follow up process, specifically in regards to statistics on sales and CHDC receiving notification prior to a sale.

Liz presented the proposed procedure and application forms. Changes to the forms (p.e. no need for notarization) will take effect next round.

OTHER UPDATES

Liz updated the Affordable Housing formulas are calculated by DHCD. Discussed the issue of "Concord Preference" - this preference is only during the first round as residents of Christopher Heights apply.

Jerry updated that Phase II of the Back Birch project is moving ahead.

CHRISTOPHER HEIGHTS

Phil and Walter (Grantham) met with Linda (F.C. Chair) in preparation for the upcoming F.C. meeting.

Discussed questions from the F.C., specifically the issue of "What does Concord get back for the town's investment?", why should the project be a "public-private" venture, and how this project fits with Concord investments that benefit the town?

COMMUNICATIONS AND PR

Globe article - content and timing.

Barbara and Liz will work on a flyer/handout.

Barry will help prepare content for the article.

Phil is presenting at the Concord Business Roundtable.

Barbara and Michael Rudd met with the Council of Aging

Phil met with Mary Ann Anderson - Housing Authority

Voted to meet again in two weeks: Monday, February 13

There being no other items, the meeting was adjourned at 9:10 PM.

Respectfully Submitted,

Amir Viskin, Clerk

Minutes of the Meeting of the Concord Housing Development Corporation (CHDC) held on

February 13, 2017

Meeting was convened at 7:10PM in the town office at Keyes Road. Attending: Phil Posner, Jerry Evans, Barbara Morse, Liz Rust, Lee Smith, Marylynn Boris, Amir Viskin. Guests: Delia Kaye - Natural Resources Director, Joan Ferguson - Concord Land Conservation Trust, Carlene Hempel - WCAC, Christa Collins - Sudbury Valley Trustees.

OPEN SPACE PLANNING

After introduction of our guests (stakeholders - open space /conservation), Phil gave an overview of the forum held last summer, and Jennifer Goldson report (A copy is on the Town Website).

- Delia sees a lot of potential (p.e. trails), with minimal impact. Trails to accommodate wheelchairs, with a connection to the Bruce Freeman Trail, and a connection to Concord Park and its (private) trails. We also discussed a Conservation Restriction as a solution. or split the are and deed the open space portion to the Town. CHDC will deliberate separately on the two options.
- We need to check if the scope of the 21E tests satisfy the Town, or whether additional testing is warranted.
- Carlene /WCAC - mentioned that the open pace would satisfy the goal for open space for West Concord.

Forethought and a proactive approach will make it easier to gain wider support for the project.

- Lee mentioned that we need to differentiate between the Developer's lease and the Open Space component.

We has a productive discussion about funding; Christa Mentioned \$25-\$35K as an initial estimate; other numbers we discussed were \$10-\$15K startup costs and \$50K for invasive plant removal. Grantham will commit to regrading of the "triangle" area. The Bruce Freeman Trail as some budget for amenities along the trail which borders the property.

Marcia will work with Joan Ferguson and Christa (who are Landscape Architects). We discussed access form the JV property to the open space for maintenance. Jerry asked what level of detail we ned before the P.B. meeting, in preparation for the ZBA.

We will ask Grantham to show the Open space delineation in the plans, and add a "buffer" line of 20ft.

JUNCTION VILLAGE / CHRISTOPHER HEIGHTS

Reviewed the funding timeline: \$1M in 2017 and then a second stage in 2018. Phil will clarify that the funding has to effect o the tax rate for Concord Residents.

There being no further items, the meeting was adjourned at 9:10PM. Next meeting is planed for Tuesday, Feb. 28, 2017 at 7PM

Respectfully Submitted,

Amir Viskin, Clerk

Minutes of the Meeting of the Concord Housing Development Corporation (CHDC) held on

February 28, 2017

Meeting was convened at 7PM in the town office at Keyes Road. Attending: Phil Posner, Jerry Evans, Liz Rust, Lee Smith, Marylynn Boris, Amir Viskin.
Guests: Charles Phillips

PROPOSED FEES ON RESIDENTIAL CONSTRUCTION

- Charles presented the proposal for a fee on new residential construction to finance affordable housing. This is an initial draft - concept - and we discussed the need to present and gain the support of our state representatives.
- Charles is requesting a letter of support from CHDC.

CONCORD PREFERENCE AND 40B

Phil distributed a summary on the issue of Concord Preference under 40B - prepared by Liz Rust.

MARKETING MAILING AND IMPACT STATEMENT

The board approved the motion to develop an Fiscal Impact Statement (by Mark Fougere) and a marketing piece (postcard size), with a total not to exceed \$15K

The motion was approved with four votes and one abstention.

A motion to adjourn in order to attend the Finance Committee was approved. A Phone conference is scheduled for 3/8, 7PM.

The meeting adjourned at 7:40PM

Respectfully Submitted,

Amir Viskin, Clerk

Minutes of the Meeting of the Concord Housing Development Corporation (CHDC) held on

MAY 9, 2017

Meeting was convened at 7PM in the town office at Keyes Road. Attending: Phil Posner, Jerry Evans, Liz Rust, Lee Smith, Barbara Morse, Marylynn Boris, Amir Viskin. Guests: Don Detweiler (WCAC) and Walter Ohanian (Grantham)

TOWN MEETING RECAP

The board reviewed the positive results of Concord Town Meeting, and approval of Article 30, which provides Town funding for Junction Village. The next stage is for Grantham to apply for Tax Credits at the State Level. CHDC will continue to engage with the community and stakeholders (NRC, WCAC, Housing Authority, Housing Foundation) and communicate as progress is made.

We discussed issues related to the Conservation Restriction, CPA budget, grass-roots efforts and how to improve communication.

LEGAL COUNSEL FOR CHDC

CHDC will develop a draft of the scope of legal services that we feel we need, and request proposals from Legal Services firms, primarily in the following areas:

- Legal structure and whether Open Meeting laws and procurement laws apply to CHDC
- Conservation Restriction and Ground Lease, and general support as the Junction Village project moves forward.

RHSO INVOICE

Liz Rust presented the request that CHDC cover approximately 50 hours (\$3,200 approx.) in excess of the budgeted services that RHSO provides to Concord in support of Town's efforts regarding affordable housing.

The Board moved on the motion and voted to approve the Invoice.

CHDC MEMBERSHIP

CHDC is looking to increase the membership of its board. Barbara will develop a summary of what CHDC does, and CHDC will disseminate among stakeholders and potential members,

- Marylynn Boris announced that she is moving to Florida in July, and will leave the CHDC Board. CHDC appreciates and thanks her for her contributions.
- Phil Posner announced that he intends to step down from his Chair position. He will remain a member of the CHDC board. The board recommends that Jerry Evans and Lee Smith co-chair the Board. A formal vote will be taken during next board meeting.

There being no other items to discuss, the meeting was adjourned at 8:50PM.

The next Board meeting will take place on Tuesday, June 13, 7PM.

Respectfully submitted,

-Amir Viskin, clerk

Minutes of the Meeting of the Concord Housing Development Corporation (CHDC) held on

June 13, 2017

Meeting was convened at 7 pm in the town office at Keyes Road. Attending: Lee Smith, Liz Rust, Barbara Morse, Jerry Evans, Marylynn Boris. Guest: Don Detweiler (WCAC)

The board voted to accept the Minutes of May 9.

ADDING TO MEMBERSHIP

Barbara reported that she has talked to the Town Clerk about people how to raise interest in joining our board among those townspeople who are in jobs related to the board's work. Barbara will try to get the names of people who might be interested in joining and will send around a list when she has it.

NEW OFFICERS

The board decided to wait to make the final vote on new officers until more members were in attendance.

RAISING MONEY

The board discussed how a board like ours can get money for the production of affordable housing. It was reported that Charles Phillips Committee is studying how to find money for affordable housing.

LEGAL SERVICES

Lee described the Request for Proposals for Legal Services he has drawn up and discussed a list of possible people from whom we might elicit proposals. The consensus was that this was a good proposal.

FINANCES

Jerry spoke about reviewing the balance sheet for CHDC, including both the money currently available and the fixed assets—i.e., land (such as the land that will now be devoted to establishing the Junction Village project and the conservation land surrounding it). Barbara brought up the existence of a piece of land off Baker Avenue given to CHDC. Barbara thinks that it is surrounded by other land and at present has no ingress. Liz will look into its exact dimensions and placement. Jerry recommends the we review the money available for our work each month.

QUESTIONS FROM GUEST

Don Detweiler asked about the present status of Junction Village and was told that the Grantham Group did receive their comprehensive 40B permit from the ZBA and filed it with the Town Clerk. Liz added the permitted project to the state list of 40B developments in Concord. Next Grantham is applying for tax credits.

Don noted that the minutes of the March and April meetings of the board need to be added to those available to the public as well as those of the May meeting. The board said that it would talk about getting those out at its next meeting.

The meeting was adjourned at 8:30 p.m.

The next board meeting will take place on Tuesday, July 11.

Respectfully submitted,

Marylynn Boris, for Amir Viskin, clerk