CALL TO ORDER: Meeting was called to order at 7:04 p.m. by President Hoffman.

President Hoffman stated this meeting was being recorded. If any other person present was doing the same, they must notify the chairperson at this time. It was noted the Town Council was audio recording and GCTV-15 was video recording the meeting for future broadcast.

ROLL CALL OF MEMBERS: Roll Call was taken. Councilor Allis was absent.

ALSO PRESENT: Mayor William Martin; Director of Municipal Finance and Administration Marjorie L. Kelly; Town Clerk Deborah J. Tuttle; Assistant Town Clerk Gail Zukowski; DPW Director Donald Ouellette; Greenfield School Superintendent Jordana Harper; GCTV-15 staff; Anita Fritz, the Recorder, and members of the public.

ACCEPTANCE OF MINUTES: On a motion by Councilor Mass, second by Councilor Ricketts, it was, MOVED: TO ACCEPT THE TOWN COUNCIL MINUTES OF DECEMBER 17, 2014.

Councilor Devlin requested and President Hoffman approved a friendly amendment under “Public Forum” to delete the word “stake” and insert the word “skate”

It was unanimously, VOTED: TO ACCEPT THE TOWN COUNCIL MINUTES OF DECEMBER 17, 2014 AS AMENDED.

PUBLIC COMMENT: Sandra Kosterman, 141 Barton Road, spoke in favor of the Town Council voting in favor of the proposed Vermont Yankee resolution.

PUBLIC HEARINGS: Councilor Maloni read the following Public Hearing notice: In accordance with Home Rule Charter, the Greenfield Town Council will hold a public hearing on Wed., Jan. 21, 2015, at 7:00 p.m. at GCTV-15, 393 Main St. to receive public input on the following:

- Appropriately $50,000 from Capital Stabilization for the following Technology Upgrades:
  - $20,000 for Network Switch Upgrades and UPS Units
  - $5,000 for the installation and configuration of HG&E 300 MBPS Internet
  - $22,500 for additional wiring in Town Building to accommodate VOIP
  - $2,500 for additional set-up for VOIP

The Town Council will consider the same on Wed., Jan. 21, 2015, at 7:00 p.m. at GCTV-15 Studio, 393 Main St. Materials can be obtained from the Town Clerk’s Office, 14 Court Sq. from 8:30 a.m.-5:00 p.m., Mon. - Fri. or phone 413-772-1555, ext. 113.

Hillary Hoffman, Greenfield Town Council President

President Hoffman opened the Public Hearing at 7:12 pm. She asked if anyone from the public wished to speak; seeing none she stated the Public Hearing would remain open.

Councilor Maloni held the following second reading:

- APPROPRIATE $50,000 FROM CAPITAL STABILIZATION FOR THE FOLLOWING TECHNOLOGY UPGRADES:
  - $20,000 FOR NETWORK SWITCH UPGRADES AND UPS UNITS
• $5,000 FOR THE INSTALLATION AND CONFIGURATION OF HG&E 300 MBPS INTERNET
• $22,500 FOR ADDITIONAL WIRING IN TOWN BUILDING TO ACCOMMODATE VOIP
• $2,500 FOR ADDITIONAL SET-UP FOR VOIP

COMMUNICATIONS:
MAYOR: Mayor Martin introduced Donald Ouellette, DPW Director, to the Town Council. Mr. Ouellette briefed the Town Council of his employment history.

Mayor Martin also spoke of the following:
• Greenfield Light and Power project.
• Wiley Russell Dam reclassification and project.
• Disappointment with the negative association with Greenfield and Opioid problem.

Mayor Martin responded to questions from the Town Council regarding:
• Replacement of Nash Mill Road Bridge.
• The report and reclassification of the Wiley Russell Dam.
• Errors in billing from WEMCo involving many Greenfield residents.
• Personnel issues which should be resolved by the end of January.

SCHOOL SUPERINTENDENT AND SCHOOL COMMITTEE: Superintendent Harper spoke regarding:
• Safety and Security Grants and Technology Grant received. The Technology Grant was a matching funds grant.
• A visit from South African Students to Greenfield High School.

Superintendent Harper responded to questions from Town Council regarding the following:
• Upgrades to security monitors and communications systems.
• Community nursing program for schools.
• Ongoing planning for future plans for fourth grades (4) being located.
• Projected enrollment trends.
• Temporary and permanent replacement of the School Business Manager.

TOWN OFFICERS: None.

President Hoffman asked if anyone from the public wished to speak regarding the Public Hearing items; seeing none she closed the Public Hearing at 7:44 pm.

MOTIONS, ORDERS, AND RESOLUTIONS
Order no. FY 15-102
MOTION: On a motion by Councilor Renaud, second by Councilor Devlin, it was,
MOVED: THAT IT BE ORDERED, THAT THE GREENFIELD TOWN COUNCIL PURSUANT TO CHARTER SECTION 2-10, ACCEPTS THE FOLLOWING APPOINTMENT BY THE MAYOR TO THE ZONING BOARD OF APPEALS: RUSSELL KIMBALL– (2ND ALTERNATE) ONE YEAR TERM TO EXPIRE, JUNE 30, 2015.

DISCUSSION: Vice-President Renaud stated the Appointment and Ordinance Committee forwarded a unanimous positive recommendation for approval.
It was unanimously,  
**VOTED: TO APPROVE ORDER NO. FY 15-102.**

*Order no. FY 15-099*

*Financial Order 15-21*

**MOTION:** On a motion by Councilor Maloni, second by Councilor Devlin, it was,  
**MOVED:** THAT IT BE ORDERED, UPON RECOMMENDATION OF THE MAYOR AND IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAWS, THE $50,000 BE APPROPRIATED FROM CAPITAL STABILIZATION FOR TECHNOLOGY UPGRADES.

**DISCUSSION:** Councilor Maloni stated the Ways and Means Committee forwarded a unanimous positive recommendation for approval.

It was unanimously,  
**VOTED: TO APPROVE ORDER NO. FY 15 -099, FINANCIAL ORDER 15-21.**

*Order no. FY 15-097*

**MOTION:** On a motion by Councilor Maloni, second by Councilor Devlin, it was,  
**MOVED:** THAT IT BE ORDERED, THAT THE GREENFIELD TOWN COUNCIL APPROVES THE ATTACHED RESERVE FUND TRANSFER INTO ACCOUNT NUMBER 0100-192-5242-1610 IN THE AMOUNT OF $1,600.

**DISCUSSION:** Councilor Maloni stated the Ways and Means Committee forwarded a unanimous positive recommendation for approval.

It was unanimously,  
**VOTED: TO APPROVE ORDER NO. FY 15 -097.**

*Order no. FY 15-098*

**MOTION:** On a motion by Councilor Maloni, second by Councilor Renaud, it was,  
**MOVED:** THAT IT BE ORDERED, UPON RECOMMENDATION OF THE MAYOR AND IN ACCORDANCE WITH THE CHARTER, BYLAWS, AND ORDINANCES, THE SUPERINTENDENT IS AUTHORIZED TO SUBMIT TO THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY THE STATEMENT OF INTEREST FOR 2015, FOR THE FEDERAL STREET SCHOOL, LOCATED AT 125 FEDERAL STREET, WHICH DESCRIBES AND EXPLAINS THE FOLLOWING DEFICIENCIES AND THE PRIORITY CATEGORIES FOR WHICH AN APPLICATION MAY BE SUBMITTED TO THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY IN THE FUTURE:

- REPAIR/REPLACE ROOF
- REPLACE WINDOWS
- REPLACE OLD INEFFICIENT BOILER

AND HEREBY FURTHER SPECIFICALLY ACKNOWLEDGES THAT BY SUBMITTING THIS STATEMENT OF INTEREST FORM, THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY IN NO WAY GUARANTEES THE ACCEPTANCE OR THE APPROVAL OF AN APPLICATION, THE AWARDING OF A GRANT OR ANY OTHER FUNDING COMMITMENT FROM THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY, OR COMMITS THE GREENFIELD SCHOOL DISTRICT TO FILING AN APPLICATION FOR FUNDING WITH THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY.
DISCUSSION: Councilor Maloni stated the Ways and Means Committee forwarded a unanimous positive recommendation for approval. Ms. Kelly stated if the application were approved the Town Council would have to approve funding for the projects.

It was unanimously,
VOTED: TO APPROVE ORDER NO. FY 15 -098.

Order no. FY15-100
Financial Order 15-23
MOTION: On a motion by Councilor Maloni, second by Councilor Devlin, it was,
MOVED: THAT IT BE ORDERED, UPON RECOMMENDATION OF THE MAYOR AND IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAWS, THAT $11,000 BE APPROPRIATED FROM PARKING RECEIPTS RESERVED TO UPGRADE PARKING SIGNAGE THROUGHOUT THE DOWNTOWN, FOR THE REPROGRAMMING OF KIOSKS FOR OVERNIGHT PARKING AND TRAIN PARKING, AND FOR THE MAINTENANCE CONTRACT ON 6 NEW KIOSKS IN THE CHAPMAN-DAVIS LOT.

DISCUSSION: Councilor Maloni stated the Ways and Means Committee forwarded a unanimous positive recommendation for approval.

It was unanimously,
VOTED: TO APPROVE ORDER NO. FY 15 -100, Financial Order 15-23.

Order no. FY 15-101
Financial Order 15-22
MOTION: On a motion by Councilor Maloni, second by Councilor Mass, it was,
MOVED: THAT IT BE ORDERED, UPON RECOMMENDATION OF THE MAYOR AND IN ACCORDANCE WITH MASSACHUSETTS GENERAL LAWS, THAT $6,410.88 BE TRANSFERRED FROM 4012.398.5824 MIDDLE SCHOOL ROOF BOND PROCEEDS TO 4012.398.5821 PAINTING/REPAIR OF ELEMENTARY SCHOOL TRIM.

DISCUSSION: Councilor Maloni stated the Ways and Means Committee forwarded a unanimous positive recommendation for approval.

It was unanimously,

Order no. FY 15-103
MOTION: On a motion by Councilor Kelner, second by Councilor Renaud, it was,
MOVED: THAT IT BE ORDERED THAT THE GREENFIELD TOWN COUNCIL APPROVES THE ATTACHED RESOLUTION TITLED “RESOLUTION REGARDING VERMONT YANKEE” ATTACHED HERETO AS EXHIBIT A.
CRE - December 22, 2014

RESOLUTION REGARDING VERMONT YANKEE
WHEREAS, areas within the Town of Greenfield fall within the Emergency Planning Zone of Vermont Yankee; and
WHEREAS, the Town of Greenfield hosts an emergency evacuation reception center at Greenfield Community College;
THEREFORE, be it resolved that the Town of Greenfield, as voted upon by its Town Council, supports the State of Vermont's efforts to require Entergy Inc., the owner of Vermont Yankee, to continue
emergency planning zone coverage for the present ten (10) mile radius around Vermont Yankee until the spent fuel pool is empty and all highly radioactive spent fuel is in dry cask storage; and
THEREFORE, the Town of Greenfield requests that the Nuclear Regulatory Commission deny Entergy Inc. an exemption which would allow the end of funding for the above-described emergency planning zone; and
THEREFORE, the Town of Greenfield asks that the Nuclear Regulatory Commission deny Entergy’s request for an exemption to increase notification time of a problem at Vermont Yankee from the present fifteen (15) minutes to sixty (60) minutes.

DISCUSSION: Councilor Kelner stated the Community Relations and Education Committee forwarded a unanimous positive recommendation for approval. This resolution requested that the emergency notification and emergency planning zone remain as it currently was until the spent fuel pool was empty and safely in dry cask storage.

It was unanimously,

VOTED: TO APPROVE ORDER NO. FY 15 -103.

PRESENTATION OF PETITIONS AND SIMILAR PAPERS None.

REPORTS OF COMMITTEES
ECONOMIC DEVELOPMENT COMMITTEE – Chairman Devlin noted the committee continued to work on language for a Biomass Ordinance. At the February 10, 2015 EDC meeting, Dr. Mary Booth would attend to explain the language in “laymen’s” terms; he urged Councilor’s to attend the meeting. He stated a Public Hearing would be held as part of the ordinance process.

COMMUNITY RELATIONS AND EDUCATION COMMITTEE – Chairman Kelner announced the committee would be working on their mission statement and social media communication options.

UNFINISHED BUSINESS: None.

OLD BUSINESS: None.

NEW BUSINESS: Councilor Maloni held the following first reading:
1. THAT THAT THE TOWN OF GREENFIELD APPROPRIATE THE SUM OF UP TO TWO MILLION THREE HUNDRED FORTY THOUSAND ONE HUNDRED NINE ($2,340,109) DOLLARS FOR WINDOW REPLACEMENT AND ROOF REPAIRS AT THE GREEN RIVER SCHOOL, LOCATED AT 62 MERIDIAN STREET., INCLUDING THE PAYMENT OF ALL COSTS INCIDENTAL OR RELATED THERETO (THE “PROJECT”), WHICH PROPOSED REPAIR PROJECT WOULD MATERIALLY EXTEND THE USEFUL LIFE OF THE SCHOOL AND PRESERVE AN ASSET THAT OTHERWISE IS CAPABLE OF SUPPORTING THE REQUIRED EDUCATIONAL PROGRAM, AND FOR WHICH THE TOWN HAS APPLIED FOR A GRANT FROM THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY (“MSBA”), SAID SUM TO BE EXPENDED UNDER THE DIRECTION OF THE SCHOOL BUILDING COMMITTEE. TO MEET SAID APPROPRIATION THE TREASURER, WITH APPROVAL OF THE MAYOR, IS AUTHORIZED TO BORROW SAID SUM UNDER M.G.L. CHAPTER 44, OR PURSUANT TO ANY OTHER ENABLING AUTHORITY. THE TOWN OF GREENFIELD ACKNOWLEDGES THAT THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY’S (“MSBA”) GRANT PROGRAM IS A NON-ENTITLEMENT, DISCRETIONARY PROGRAM BASED ON NEED, AS DETERMINED BY THE MSBA, AND IF THE MSBA’S BOARD OF DIRECTORS VOTES TO INVITE THE TOWN TO COLLABORATE WITH THE MSBA ON THIS PROPOSED REPAIR PROJECT, ANY PROJECT COSTS THE TOWN OF GREENFIELD INCURS IN EXCESS OF ANY GRANT THAT MAY BE APPROVED BY AND RECEIVED
FROM THE MSBA SHALL BE THE SOLE RESPONSIBILITY OF THE TOWN OF GREENFIELD; [PROVIDED FURTHER THAT ANY GRANT THAT TOWN OF GREENFIELD MAY RECEIVE FROM THE MSBA FOR THE PROJECT SHALL NOT EXCEED THE LESSER OF (1) 77.47 PERCENT (%) OF ELIGIBLE, APPROVED PROJECT COSTS, AS DETERMINED BY THE MSBA, OR (2) THE TOTAL MAXIMUM GRANT AMOUNT DETERMINE BY THE MSBA; AND THAT THE AMOUNT OF BORROWING AUTHORIZED PURSUANT TO THIS VOTE SHALL BE REDUCED BY ANY GRANT AMOUNT SET FORTH IN THE PROJECT FUNDING AGREEMENT THAT MAY BE EXECUTED BETWEEN THE TOWN OF GREENFIELD AND THE MSBA.

II. APPROPRIATE $720,000 FROM FREE CASH TO THE GENERAL STABILIZATION FUND

Order no. FY 15-104
MOTION: On a motion by Councilor Devlin, second by Councilor Maloni, it was,
MOVED: THAT IT BE ORDERED THAT THE GREENFIELD TOWN COUNCIL HEREBY INITIATES THE ATTACHED ZONING AMENDMENT TITLED “ACCESSORY DWELLING UNITS” SECTION 200-7.18 IN ACCORDANCE WITH M.G.L.C 40A SECTION 5.

DISCUSSED: Councilor Devlin read the purpose of the proposed ordinance. He noted this was also a recommendation in the Master Plan.

It was unanimously,
VOTED: TO APPROVE ORDER NO. FY 15 -104.

PROPOSED AMENDMENT TO THE GREENFIELD ZONING ORDINANCE
Amend the Zoning Ordinance by adding a new section on Accessory Dwelling Units to read as follows:

~ 200-7.18. Accessory Dwelling Units
A. Purpose. The purpose of permitting accessory dwelling units (aka accessory apartments or in-law apartments) is to:

(1) Develop housing units in owner occupied single-family homes that are appropriate for households at a variety of stages in their life cycle;

(2) Provide older homeowners with a means of obtaining rental income, companionship, security, and services, thereby enabling them to stay more comfortably in homes and neighborhoods they might otherwise be forced to leave;

(3) Add moderately priced rental units to the housing stock to meet the needs of smaller households and make housing units available to low and moderate income households who might otherwise have difficulty finding housing;

(4) Provide housing units for persons with disabilities;

(5) Protect stability, property values, and the residential character of a neighborhood.

(6) Encourage increased housing density; and

(7) Legalize existing conversions to encourage compliance with the State Building Code.
B. Definitions.

ACCESSORY DWELLING UNIT, ATTACHED -- An attached Accessory Dwelling Unit is a self-contained housing unit incorporated within or an addition to a single-family dwelling that is clearly a subordinate part of the single-family dwelling and complies with each of the criteria stated in this ordinance. This definition does not include a trailer, however mounted.

ACCESSORY DWELLING UNIT, DETACHED -- A detached Accessory Dwelling Unit is a self-contained housing unit that is located on the same lot as the structure of a single-family dwelling and may be incorporated within a garage or carriage house or other accessory structure or as a stand alone structure that is clearly subordinate to the primary use as a single-family dwelling and complies with each of the criteria stated in this ordinance. This definition does not include a trailer, however mounted.

C. Applicability.

(1) Accessory Dwelling Unit, Attached. The Building Inspector may issue a Building Permit authorizing the installation and use of an attached accessory dwelling unit within an existing or new owner-occupied, single-family dwelling within the Urban Residential (RA), Suburban Residential (RB), Rural Residential (RC), Semi-Residential (SR), and Limited Commercial (LC) Zoning Districts.

(2) Accessory Dwelling Unit, Detached. A detached Accessory Dwelling Unit shall require a Special Permit granted by the Planning Board within the Urban Residential (RA), Suburban Residential (RB), Rural Residential (RC), Semi-Residential (SR), and Limited Commercial (LC) Zoning Districts.

D. Accessory Dwelling Unit Standards. The Building Inspector may issue a Building Permit authorizing the installation and use of an Accessory Dwelling Unit within an existing or new owner-occupied, single-family dwelling and the Planning Board may issue a Special Permit authorizing the installation and use of an accessory dwelling unit in a detached structure on a single-family home lot only when the following conditions are met:

(1) The Accessory Dwelling Unit shall be a complete, separate housekeeping unit containing both kitchen and bath.

(2) Only one Accessory Dwelling Unit may be created within a single-family house or house lot.

(3) The owner(s) of the residence in which the Accessory Dwelling Unit is created must continue to occupy at least one of the dwelling units as their primary residence. The Building Permit or Special Permit for the Accessory Dwelling Unit automatically lapses if the owner no longer occupies one of the dwelling units.

(4) The Accessory Dwelling Unit shall be designed so that the appearance of the building remains that of a one-family residence as much as feasibly possible. In general, any new entrances shall be located on the side or rear of the building. Any stairways, access, or egress alterations serving the Accessory Dwelling Unit shall be enclosed, screened, or located so that visibility from public ways is minimized.
(5) The gross floor area of an Accessory Dwelling Unit (including any additions) shall not be greater than eight hundred (800) square feet or one-third of the total gross floor area of the single-family dwelling, whichever is greater.

(6) Once an Accessory Dwelling Unit has been added to a single-family residence or lot, the Accessory Dwelling Unit shall never be enlarged beyond the eight hundred (800) square feet or one-third of the total gross floor area of the single-family dwelling, whichever is greater.

(7) An Accessory Dwelling Unit may not be occupied by more than three (3) people nor have more than two bedrooms.

(8) A minimum of three (3) but no more than four (4) off-street parking spaces must be available for use by the owner-occupants and tenants.

(9) The construction of any Accessory Dwelling Unit must be in conformity with the State Building Code, Title V of the State Sanitary Code and other local ordinances and regulations.

(10) Permits issued under this section shall specify that the owner must occupy one of the dwelling units. The Special Permit and the notarized letters required in 11 and 12 below must be recorded in the Franklin County Registry of Deeds or Land Court, as appropriate, in the chain of title to the property, with documentation of the recording provided to the Building Inspector, prior to the occupancy of the Accessory Dwelling Unit.

(11) When a structure which has received a Permit for an Accessory Dwelling Unit is sold, the new owner(s), if they wish to continue to exercise the Permit, must, within thirty (30) days of the sale, submit a notarized letter to the Building Inspector stating that they will occupy one of the dwelling units on the premises as their primary residence. This statement shall be listed as condition on any Permits which are issued under this Section.

(12) Prior to issuance of a permit, the owner(s) must send a notarized letter stating that the owner(s) will occupy one of the dwelling units on the premises as the owner's permanent/primary residence, except for bona fide temporary absences.

(13) Prior to issuance of a permit, a floor plan must be submitted showing the proposed interior and exterior changes to the building.

(14) For dwellings to be served by on-site septic system, the owner must obtain a letter from the Board of Health stating that the existing sewage disposal system is adequate for the proposed Accessory Dwelling Unit before a special permit can be obtained.

(15) In order to encourage the development of housing units for disabled and handicapped individuals and persons with limited mobility, the Building Inspector or Planning Board may allow reasonable deviation from the stated conditions where necessary to install features that facilitate access and mobility for disabled persons.

E. Existing Owner-Occupied Single Family Dwellings within Non-Residential Zoning Districts

(1) The Planning Board as SPGA may authorize the use of an attached or detached Accessory Dwelling Unit within an existing owner-occupied single family home or lot within non-residential zoning districts provided that all provisions of this ordinance are met.
F. Accessory Dwelling Units in Existence before the Adoption of the Accessory Dwelling Unit Ordinance

(1) To ensure that Accessory Dwelling Units or conversions in existence before the adoption of this Accessory Dwelling Unit ordinance are in compliance with the State Building Code the following application process is available.

(a) The Planning Board may authorize, under a Special Permit and in consultation with the Building Inspector, a use known as an Accessory Dwelling Unit in an Owner-Occupied, Single-Family Dwelling. The Board in consultation with the Building Inspector will review each existing use on a case-by-case basis to determine if the dwelling conforms to State Building Code.

(b) The applicant must follow the same procedure described in this ordinance including the submission of a notarized letter declaring owner occupancy.

G. Administration and Enforcement.

(1) It shall be the duty of the Building Inspector to administer and enforce the provisions of this ordinance.

(2) No building shall be constructed or changed in use or configuration, until the Building Inspector has issued a permit. No permit shall be issued until a sewage disposal works permit, when applicable, has first been obtained from the Board of Health and the proposed building and location thereof conform with the town’s laws and ordinances. Any new building or structure shall conform to all adopted state and town laws, ordinances, codes and regulations. No building shall be occupied until a certificate of occupancy has been issued by the Building Inspector where required.

(3) The Building Inspector shall refuse to issue any permit, which would result in a violation of any provision of this ordinance or in a violation of the conditions or terms of any special permit or variance granted by the Special Permit Granting Authority or its agent.

(4) The Building Inspector shall issue a cease and desist order on any work in progress or on the use of any premises, either of which are in violation of the provisions of this chapter.

(5) The Planning Board as SPGA may, after making findings of fact that support the decision, approve modifications to the dimensional standards of this ordinance, Section D, that will not exceed those standards by more than ten (10) percent.

MOTIONS FOR RECONSIDERATION: None.

PUBLIC FORUM:

ADJOURNMENT: On a motion by Councilor Devlin, second by Councilor Ricketts, it was unanimously VOTED: TO ADJOURN THE MEETING AT 8:05 P.M.
GREENFIELD TOWN COUNCIL MEMBERS

GCTV-15
Regular Meeting
January 21, 2015

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