

**METHUEN CITY COUNCIL REGULAR MEETING
GREAT HALL, SEARLES BUILDING
July 9, 2007 - 7:00 p.m.**

Chairman Zanni called the Regular meeting of the Methuen City Council, scheduled for July 9, 2007 to order at with all members present.

ACCEPTANCE OF AGENDA

MOTION BY: Councilor Leone seconded by Councilor Corey Rahme, to amend the July 9,2007 agenda and take out of order Contracts and TR-07-55 and TR-07-60.

UPON VOTE: UNANIMOUS

INVOCATION/PLEDGE OF ALLEGIANCE

Moment of silence for former Councilor Francis Roberge. Everyone remained standing for the Pledge of Allegiance

ACCEPTANCE OF MINUTES

MOTION BY: Councilor Giordano seconded by Councilor Quinn to waive the reading and accept the minutes of June 4,2007 –regular meeting.

UPON VOTE: UNANIMOUS

CORRESPONDENCE/PROCLAMATIONS

Chairman Zanni and Councilor Cronin presented a Proclamation to Tech Sergeant David A. Pacheco honoring his outstanding service in the US Air Force, serving in Afghanistan and presently serving at Hansom Air Force base. Council extended sincere gratitude and appreciation for his patriotism and devotion to his Community and Country.

MOTION BY: Councilor Corey Rahme seconded by Councilor Cronin to proclaim

UPON VOTE: UNANIMOUS

The City Council also presented a proclamation to Ed (Hoppy) Curran retiring Veterans Director honoring his many years of service and dedication to Methuen Veterans and the Community. The City Council along with Mayor Manzi wished him a wonderful and happy retirement

MOTION BY: Councilor Cronin seconded by Councilor Willette to proclaim.

UPON VOTE: UNANIMOUS.

Chairman Zanni read correspondence regarding a proposed re-zone at 235 Merrimack Street, Methuen.

MOTION BY: Councilor Cronin seconded by Councilor Leone to forward the correspondence to Community Development for a joint public hearing.

UPON VOTE: UNANIMOUS

PUBLIC PARTICIPATION

Noel Gordon, 58 Anderson Drive. (Presented pictures to Council) stated that Anderson Drive was recently resurfaced and was done incredibly poor. Asphalt is a hazardous substance and it is all over the street. Seventeen neighbors have tried to get in touch with DPW but are unable to get anyone from the town to look at the situation on Anderson Drive. She does not feel street sweeping and having it sealed will rectify the problem. The stuff (asphalt) is getting into homes, ruining hardwood floors and a neighbor's pool. The street was done with the best of intentions and is part of a beautification process but has done nothing but make the street worse. The debris is getting into their houses sticking to cars and she would like to have someone from the town come out look at the situation and fix it.

Mayor Manzi stated that he would be out at the site tomorrow.

Dorothy Kalil 8 Oakridge Street spoke regarding sewer and water and asked for documentation for the up coming workshop on the engineering overview of setting the rate, the indirect costs for 2008. An accounting of the surplus and how it has been used for the past five years? A separate breakdown of water and sewer for the past five years and what the charge is to Dracut and other communities for the water and how much are they using? What are the duties of the water registrar? Mrs. Kalil thanked the council.

Debbie Moussalem, 103 Anderson Drive. She has lived in Methuen for six years and has a forty thousand gallon in ground pool. She has not had problems with water including the floods of a few years ago. Three weeks ago the city seal coated her street, it was not done properly and there is gravel all over the road and her driveway is the same level as the street. With the heavy rains of a few weeks ago she now has water in her garage, wire sticks, oil and debris went flying into her pool. She contacted DPW and was told someone would be there to view the site in an hour, no one showed up. She called the fire department hoping to get a pump to pump out the water in the pool and was told no one from DPW could be located to do that. She rented a pump scrubbed and drained the pool. She has been filling the pool with the hose and is still filling the pool; she does not know what her water and electric bills will be. The situation is the same with the street. She wants someone to go to her house and see the street and pay for all of her expenses for her pool.

Lucile Donigan stated that water is a necessary commodity. Everything has increased. The town of Dracut and Salem New Hampshire are under paying the amounts that Methuen residents are paying. Before anything happens on the water and sewer rates she would like more information concerning the towns of Dracut and Salem New Hampshire. We have to live by what the council will vote on this issue but council represents the people of Methuen who are the ones who pay the taxes. She thanked the Council.

PUBLIC SERVICE

CONTRACTS

(Out of Order)

C-08-1 City of Methuen and Methuen Middle Management Association. July 1,2006
Expiring June 30,2009

MOTION BY: Councilor Giordano seconded by Councilor Quinn to adopt.

Mayor Manzi stated this is the standard contract of 2%, 3% and 3%. The contract is in front of council with some slight language changes. It is a salary increase on a three-year basis.

Councilor Corey Rahme said she wanted to reflect on the career incentive the longevity she spoke of during the budgetary process. She wants to evoke the date of July 2005 as the historical pattern discussed. That is recent history not a long-term thing. Longevity is costing the city a lot of money and while she values the services given by middle management she is looking to the future where there will not be a sunny day and maybe there will be lay-offs. She appreciates the negotiations made in good faith and will support this contract.

UPON VOTE: UNANIMOUS

On advice of the city solicitor Councilor Lahey left the Chamber

C-08-2 Contract between City of Methuen and Local 1691, International Association of Firefighters, AFL-CIO

Mayor Manzi stated this is a standard 2%, 3% and 3% increase with some language changes that were negotiated. It is a fair contract for the community and a fair contract for the union.

Chairman Zanni noted that section five was deleted.

Mayor Manzi said it was deleted. It concerned a fifteen per cent provision that is gone.

MOTION BY: Councilor Cronin seconded by Councilor Giordano to adopt.

UPON VOTE: UNANIMOUS

(Out of Order)

TR-07-55 Resolution Authorizing Expenditure from Castle Fund

MOTION BY: Councilor Giordano seconded by Councilor Leone to adopt for first read.

UPON VOTE: UNANIMOUS

TR-07-60 Resolution Authorizing Acceptance of Donations to City of Methuen and Appropriation Thereof

MOTION BY: Councilor Corey Rahme seconded by Councilor Quinn to adopt for first read.

Councilor Corey Rahme made mention of this wonderful gift in honor of Bruce Blood from a wonderful family.

Mayor Manzi said the donation is greatly appreciated. On a personal level Bruce Blood was a close and dear friend of the Mayor and it is delightful to have his mother Charlotte and the family here. Bruce Blood epitomized what was good and great about Methuen, was a friend and he thinks of him often.

Chairman Zanni also acknowledged the family and on behalf of the council accepted and appreciates the donation to the city.

UPON VOTE: UNANIMOUS

GRANTS: None

LICENSES:

Special Excavation – 39 Seneca Street – City Sewer Service

MOTION BY: Councilor Cronin seconded by Councilor Corey Rahme to approve.

UPON VOTE: UNANIMOUS

Special Excavation – 40 Monroe Street – City Water/Sewer connection.

MOTION BY: Councilor Cronin seconded by Councilor Quinn to approve.

UPON VOTE: UNANIMOUS

Special Excavation – 26 Ponderosa Avenue – connect to existing gas main.

MOTION BY: Councilor Cronin seconded by Councilor Willette to approve.

UPON VOTE: UNANIMOUS

Vote – Re: Master Plan

MOTION BY: Councilor Willette seconded by Councilor Andrew to adopt.

Community Director, Karen Sawyer stated this was an open and public process with great turnouts and great input from the public. She thanked Sue Lamoureux and Councilors Andrew and Leone and many others. Ms. Sawyer stated she is not changing anything tonight this vote is to adopt the principles of what should be in a Master Plan. We will go forward and work on the implementation plan and then come back to the public for hearings and input for the tangible changes.

Councilor Corey Rahme applauded the people who worked on this plan. As we move forward with the implementation we will address different issues. For the record she referenced page 163 goals LU-7 (eminent domain) she has concerns with that because of the re-zone at Rosewood Street .

Ms. Sawyer stated these are recommendations. The consultants and staff went back and forth on how specific or non specific to be. They were careful to use words like “consider”.

Councilor Lahey also thanked the committee and Ms. Sawyer who worked on the Master Plan. One of his concerns was to have the public involved and when it is time to implement this the public will have their participation.

Councilor Andrew stated the committee did a great job. Ms. Sawyer spearheaded this and did a fantastic job of chairperson and leading this Master Plan down the road. She gave everyone the opportunity to speak and come to meetings Councilor Andrew thanked Ms. Sawyer for a incredible job in putting all of this together.

Councilor Leone said the process was six visioning sessions in every district including the senior center and the Arlington neighborhood. Every neighborhood was represented. The people who attended the sessions established the goals. We organized and prioritized them and tried to publish a documented that reflected the needs of the public. It will be impossible to implement every single goal but this will give us a clear destination of where we want to be in ten or fifteen years from now. The next thing will be to develop a roadmap to get to where the Master Plan wants us to be.

Councilor Quinn also thanked the Community Director for a great job. Councilor Quinn attended all of the meetings they were fun and informative. She especially was impressed with the open space, recreation and infrastructure ideas.

Councilor Willette also stated this was a wonderful job. This is a template for things recommended and gives a global view of where we are heading as a community.

Councilor Willette stated that some of the goals are targeted for future years. Is there a mechanism in place to provide for yearly updates?

Ms. Sawyer stated that as they were putting this together it was discussed to set a specific plan item to be a yearly check-up. She is not sure how to implement that. It could be something the community development board does annually. This is something that the director and Kathleen Caldwell will provide to the city board with monthly updates. She can institute any progress report that council sees fit.

Councilor Willette stated it could be part of the community development report that they submit to council. Whatever the mechanisms he would like to have yearly updates. Some of the issues are regulatory others are long term some are capital improvements pertaining to the down town area and the infrastructure. Some are not immediate concerns but others are big concerns such as a renovated or new high school

Ms. Sawyer stated that this is not a static document. If council or the CD board feel this plan should be amended it can be done.

Councilor Willette stated this is a fluid recommendation and some of this would not carry water with the city council and the community. There was a voice of the voters years ago with the community preservation act but some issues such as regulatory relief and consolidating zoning issues urging affordable housing agreeable to the neighbors are goals he would like to work on.

Chairman Zanni stated that two years ago some of the council campaigned on issues to have a master plan that would be functional with implementation. This is one thing this council is looking forward to approving along with the issues of the high school. He said this is the one thing the residents wanted to protect. The natural and cultural resources and this implementation will help to spearhead this project. Councilor Zanni thanked community director Karen Sawyer along with everyone who was part of this plan for all the hard work and effort that will be used on a day-to-day basis.

UPON VOTE: UNANIMOUS

OLD BUSINESS

RESOLUTIONS.

TR-07-47 Resolution Amending Traffic Rules and Regulations of the City of Methuen. Prohibited Parking, Memorial Drive.

MOTION BY: Councilor Cronin seconded by Councilor Leone to adopt.

UPON VOTE: UNANIMOUS

TR-07-48 Resolution Authorizing Acceptance of Student Awareness of Fire Education (SAFE) Grant, Commonwealth of MA, Executive Office of Public Safety, Fiscal Year 2007

MOTION BY: Councilor Cronin seconded by Councilor Giordano to adopt.

UPON VOTE: UNANIMOUS

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TR-07-49 Resolution: Amended Lease between the City of Methuen and the Trustees of the Oakland Avenue School Trust.

MOTION BY: Councilor Cronin seconded by Councilor Corey Rahme to adopt.

UPON VOTE: UNANIMOUS

ORDINANCES None

CONSIDERATION OF APPOINTMENTS

Zoning Board of Appeals

Patricia Uliano, 22 Haymeadow Rd., Methuen MA Term to Expire: 12/31/08

MOTION BY: Councilor Corey Rahme seconded by Councilor Quinn to approve.

UPON VOTE: UNANIMOUS

NEW BUSINESS
RESOLUTIONS

Resolutions:

1. TR-07-52 Resolution Amending Traffic rules and Regulations of the City of Methuen. Hampshire Street – Yield Sign

MOTION BY: Councilor Andrew seconded by Councilor Cronin to adopt for first read and forward to a Public Hearing.

UPON VOTE: UNANIMOUS

2 TR-07-53 Resolution in Honor of the Memory of Francis T. Roberge (Req of Clr. Cronin and Clr. Zanni)

MOTION BY: Councilor Cronin seconded by Councilor Quinn to attach an EPA.

UPON VOTE UNANIMOUS

MOTION BY: Councilor Cronin seconded by Councilor Leone to adopt with the EPA.

UPON VOTE: UNANIMOUS

Mayor Manzi stated that the family will be notified and his office will take care of the plaque. Fran Roberge was an outstanding resident and great asset of the community and politically he was a jack-of-all-trades he did it all and he will be missed.

3. TR-07-54 Resolution Accepting a 2007 Firefighting Equipment Grant from Commonwealth of Massachusetts, Executive Office of Public Safety.

MOTION BY: Councilor Willette seconded by Councilor Quinn to adopt for first read.

UPON VOTE: UNANIMOUS

4. TR-07-56 Resolution – Re: City of Methuen Internet and Computer Policy (Req. of Councilor Zanni)

MOTION BY: Councilor Cronin seconded by Councilor Quinn to adopt for first read.

Councilor Willette asked in a community (governmental entity) who is in charge of developing this policy?

Mayor Manzi stated generally the executive branch advised through the IT department.

Councilor Corey Rahme asked if there is a policy or is this an up-date?

Councilor Zanni said he had researched this and was told there was a policy but there was not. For liabilities issues it is important that we do have a computer policy.

Mayor Manzi stated there was no resolution but there was an executive order in place that governed computer usage. Adopted in 2002.

The Mayor considers this an up-date a codification of the former Mayor's executive order. He does not see an issue and is pleased to work with the Chairman regarding this issue. It is a good policy.

Councilor Andrew agrees this is a good policy helps us run a more even government and he commends the Mayor for his efforts.

Councilor Leone agrees with the idea and this needs to be done but does this have any teeth in the format, can this been done in the Municipal Code?

Mayor Manzi stated it does have teeth and his intention is to issue an executive order when the resolution is passed that would parallel this and have the force to cover all departments governed by the mayor's office.

Councilor Zanni stated that he worked with the solicitor on this.

City Solicitor Peter McQuillan stated there is a provision that states any violation of the policy can result in disciplinary action contained in the proposed policy.

UPON VOTE: UNANIMOUS

5. TR-07-57 Resolution Establishing Fiscal Year 2008 Water Charges as Proposed by the Department of Public Works.

MOTION BY: Councilor Lahey seconded by Councilor Quinn to adopt for first read with a workshop scheduled for July 16 at 6:30 pm.

Councilor Willette asked the solicitor if there is any prohibition from the community for charging a higher rate than its own community for a neighboring community to purchase water?

Solicitor McQuillan stated "no prohibition".

Councilor Willette asked if the city could charge a higher price differential when neighboring communities purchase water.

Solicitor McQuillan stated Council has the authority to contract with any neighboring community whatever terms they deem appropriate for the best interest of the city.

Councilor Willette asked if this would apply to sewer charges as well?

The Solicitor stated, "yes"

Councilor Zanni stated that Dracut is in a ten-year contract and we are in the third year of that contract. There is seven years left on that contract.

Councilor Willette said there was discussion regarding sewer connection in the Master Plan and that is what he is focusing on.

Councilor Corey Rahme said she has a problem with variable rate, she sees the necessity to increase the rate because of sixteen years of neglect. She had constituents call and questioned the timing of this and thought it inconsiderate of council. She will approve this for first read to get it on the table but if it comes back as a variable rate she will say no.

Councilor Andrew said that we sell water to the companies such as Lawrence Tank to fill pools. Are we getting the same price for that water that the citizens are paying or are they getting a reduced rate?

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Frank Russo city engineer stated they (businesses) are being charged more than the present rate, pay by the tank load and it is a nine thousand gallon tank load.

Councilor Andrew understands it is taken out of the landfill.

Mr. Russo said that is because they are working on up-grading the treatment plant.

Councilor Andrew asked if there is someone watching for the trucks coming in and out

Mr. Russo stated the person at the landfill is keeping track of the trucks in and out.

Councilor Cronin noted that one of the public participants asked for some documents and would like to have the information for the public hearing/workshop and what is the flat rate charge for the tank loads.

Mr. Russo stated the charge is \$40.00 dollars per tank.

Councilor Cronin said there is a big discrepancy. We had a woman from Anderson Drive telling us that a Tank Company was going to charge her twenty four hundred dollars to fill her pool and the city is only getting forty dollars a tank load. Councilor Cronin wants to look at this issue very seriously before we go further to increase the rates to our citizens.

Mr. Russo stated that is the ongoing price of what those tanks charge. They charge two hundred and fifty dollars to four hundred dollars a tank. Understand they also pay for trucking, insurance and personnel. The charge was recently changed from thirty dollars to forty. We can look at this again but back in February he felt that the forty would cover more than the city's cost.

Chairman Zanni stated that a sub-committee had met over a period of time trying to come up with a solution that would meet the needs of the community to fund this program. As we move forward there are two things to look at. The issue of indirect cost and if we do not want that it will go to the taxpayer in their taxes. If we want direct costs we have to look at what the costs will be in the end. We have to keep this in mind unless someone has a solution that will keep this funded year in and year out. This is an expensive proposition that we must look at now. We cannot put the blinders on and then next year we are faced with another problem of cost. Council has made good comments on ways to look at this and Frank and the DPW have worked hard to give us an idea of a direction to go. This will be inevitable.

UPON VOTE: 8-Yes 1- No (Clr. Giordano)

6.TR-07-58 Resolution Establishing Fiscal Year 2008 Sewer Charges as Proposed by the Department of Public Works.

MOTION BY: Councilor Corey Rahme seconded by Councilor Quinn to adopt for first read.

Councilor Corey Rahme asked that the sewer part be separated from the water part.

UPON VOTE: 8-Yes 1-No (Clr Giordano)

7.TR-07-59 Resolution Supporting an Essex County Regional Operations Center for Dispatch and 911 Calls

MOTION BY: Councilor Willette seconded by Councilor Quinn to adopt for first read.

UPON VOTE: UNANIMOUS

8. TR-07-61 Resolution Amending the Fiscal Year 2008 Municipal Operating Budget, Human Resources

MOTION BY: Councilor Cronin seconded by Councilor Quinn to adopt for first read. Mayor Manzi stated this item is the funding source for the next item on the agenda. A proposal to consolidate the school department function with the city function in the area of Human Resource. The school side and the city side each had a person dealing with Human Resources. His proposal is to consolidate. He has purchased human resource software and has worked with the superintendent trying to find ways to consolidate functions between city and school. This is a good proposal and if adopted he would bring the name of the person to council as the new department head. She will be located in city hall although some of the time will be at the school side.

Councilor Cronin asked who would be the director?

Mayor Manzi stated it is his intention to name the person who currently is on the school side.

Councilor Cronin said he misunderstood. The resolution states JHR managed by the JHRD. Who is JHRD?

Mayor Manzi said it would be the department head subject to city council ratification. It is his intent to submit the name of Colleen McCarthy to city council for confirmation.

This is one position

Mayor Manzi stated the city side and the school side was looking at human resource packages. There is a difference on the school side. The superintendent and the Mayor did find a package to meet both sides and both sides have split the expense. This is good management, makes good sense. The superintendent has been great to work with and we have a proposal that may initiate other consolidations as well.

Councilor Leone said he could view this as a culmination of the efforts to find ways to consolidate or the beginning of a long period of consolidation.

Mayor Manzi said he would characterize this as the latter. It is the beginning of attempts to find way of avoiding duplication. Duplication costs the taxpayers a lot of money. We have a great partner in the Superintendent who has the same philosophy with regard to this.

Councilor Giordano asked if this person would do the workman's comp cases or would we farm them out?

Mayor Manzi stated that he would recommend to city council that we continue doing workman's comp as we do it presently.

Councilor Giordano asked if a rate for this individual has been set?

Mayor Manzi said it would be his intention to come back to council with the existing human resource rate less the ten thousand dollar stipend at the next meeting.

Councilor Cronin asked if the cost would be split?

Mayor Manzi stated the cost would be split between the city side and the school department.

Councilor Andrew asked if the scale has not been set, what is the \$49,752? Is this half the salary? Is this expenditure to eliminate the position and start with a new position? Will this \$49,750 get us out of the old situation?

Mayor Manzi stated this is to start again with a new position and a new personnel ordinance. This is a redefined position to get us out of the old situation.

Councilor Corey Rahme rhetorically asked what was the legislative intent on eliminating the human resource director?

Councilor Andrew asked for clarification, is the \$49,752 going to be a recurring charge? Mayor Manzi stated “no”.

UPON VOTE: 8-Yes 1- No (Clr Corey Rahme)

ORDINANCES

TO-07-10 Ordinance Establishing the City of Methuen Joint Human resources

Department

MOTION BY: Councilor Quinn seconded by Councilor Leone to attach an EPA for the good and welfare of the community.

UPON VOTE: (EPA) 8-Yes 1 – No (Clr Corey Rahme)

MOTION BY: Councilor Cronin seconded by Councilor Andrew to adopt with the EPA. Councilor Willette asked what the net savings between the previous system and what we would implement?

Mayor Manzi stated that (without software) there would be a net savings of forty five thousand dollars.

UPON VOTE: 8-Yes 1- No (Clr Corey Rahme)

ANY OTHER BUSINESS FOR THE GOOD AND WELFARE OF THE COMMUNITY

Councilor Quinn said that she has spoken to the Mayor, building inspections and conservation regarding Edgewood Circle and they are looking into the situation of a commercial garage on the property and will get back to her soon. She will let the people know as soon as she has answers.

Councilor Lahey announced the Arlington neighborhood association is having their first annual golf tournament on July 30th. They would appreciate anyone who wants to play or volunteer in any way.

Councilor Corey Rahme announced “National Night Out” is the first Tuesday in August. She would like to encourage parents to go to the Abe Beshara boat club and sign their children up for boating that is federally funded for meals. It is an under celebrated program in our city and she would ask on behalf of John Griffin the director of the Greater Lawrence boating program and constituents if it is possible to bus the children to the program?

Councilor Cronin had numerous phone calls regarding Clayton Avenue residents are not satisfied with the workmanship of the hot top seal. The Mayor viewed the site and Councilor Cronin is waiting for a report from the Mayor in order to get back to the neighbors with some answers. This seems to be a problem and we should look into the process of what they are laying down for hot top.

Councilor Giordano asked the Mayor about an article in the newspaper regarding the Police Chief and Deputy Chief ‘s 7% pay raise. They do not have a contract at this time do they receive pay raises at this time?

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Mayor Manzi stated the way both individuals are paid is governed by disparity between them and the lower rank officers. The Chief is paid on a statutory basis as a two times Chief. Two times the highest paid patrolman. The Deputy is paid by a personnel ordinance at a rate of 110% above the Captain. That and not anything else govern those positions. Those raises are commensurate with the collective bargaining increases that he anticipates from the superior officers association and the patrolman's association. Councilor Giordano asked if their (Chief, Deputy Chief) contracts would be brought forward?

Mayor Manzi said he would get to that issue. Their rate of pay would have nothing to do with this. It is governed by ordinance or by statute. The personnel ordinance would govern the Deputy's pay.

Councilor Andrew thanked the Mayor for the enforcement on Weybosset Street; the residents appreciate it very much. He also thanked council staff for getting the letter to Senator Baddour regarding the green arrow light on Haverhill Street but the potholes still remain at the intersection of Haverhill and Lowell streets. It is on a state road and has to be fixed by the state.

Mayor Manzi told Councilor Andrew to call his office regarding this issue.

Councilor Andrew would like to speak with the Mayor regarding the defibrillators because there is a possibility of getting some of it funded.

Councilor Willette spoke of the drag racing and excessive noise that takes place every summer on Forest Street and Cross Street and other locations across Methuen. We have a number of unmarked cruisers that patrol Methuen. Councilor Willette would like to have a report from the police chief as to how they are pro actively dealing with the situations. Mayor Manzi has asked the police chief to step up enforcement on that issue particularly at the times reported on. He has not received any reports presently but will ask for one. Councilor Willette said that some years ago the city purchased equipment to monitor noise and this is a helpful tool.

Mayor Manzi said the city does have one meter to monitor noise. The mayor at the time would only buy one. He will invest in another one and ask the Chief to deploy the one he does have and get back to council.

Councilor Zanni said that he was in contact with Lyn Smiledge and was impressed with a copy of a book that recorded his grandfather in 1899 employed by Mann. He discussed with her the movement to the lodge and would like to move forward with that plan.

REQUEST OF COUNCIL

ADJOURN

MOTION BY: Councilor Giordano seconded by Councilor Cronin to adjourn.

UPON VOTE: UNANIMOUS

Meeting was adjourned at 8:50 pm

Diane Lasonde
Council Secretary

I do hereby certify that at a meeting of which a quorum was present, the foregoing minutes were adopted by the Methuen City Council by a unanimous vote on August 6,2007

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