VILLAGE OF GREENPORT

COUNTY OF SUFFOLK STATE OF NEW YORK

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PLANNING BOARD

REGULAR SESSION

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Third Street Firehouse
Greenport, New York

December 6, 2018
4:00 p.m.

BEFORE:

MARY GIVEN - CHAIRWOMAN
BRADLEY BURNS - MEMBER
NOAH THOMAS - MEMBER
WALTER FOOTE - MEMBER
JOHN COTUNGO - MEMBER (absent)

ROBERT CONNOLLY - VILLAGE ATTORNEY
PAUL PALLAS - VILLAGE ADMINISTRATOR
CHAIRWOMAN GIVEN: We're going to commence the December 6, 2018 Village of Greenport Planning Board Regular Session at 4:00 p.m. Item number 1 on the agenda is 104 Third Street.

Discussion and possible motion for the site plan review of Port 104 Incorporated. Represented by Keith Bavaro, owner.

Application is for the approval of a permanent tent structure for the property located at 104 Third Street.

The property is located in the Waterfront Commercial District. Designated Suffolk County Tax Map number 1001-5-4.3.

Hi, Keith.

MR. BAVARO: Keith Bavaro, 104 Third Street, Greenport, New York.

We're here to, I think, do a motion for the canopy.

Did anybody have any questions?

CHAIRWOMAN GIVEN: Are you still under the six-month time frame of having it?

MR. BAVARO: We can be, yes.
CHAIRWOMAN GIVEN: Okay.

MR. BAVARO: Absolutely.

CHAIRWOMAN GIVEN: And the heaters you had discussed, that's something you're dealing with the Building Department with?

MR. BAVARO: That's right. I'm submitting everything to them for approval.

CHAIRWOMAN GIVEN: Okay.

Do I have a motion to approve the site plan of Port 104 for the permanent tent?

And with the dates of April 15th to October 15th?

MR. BAVARO: That's correct.

CHAIRWOMAN GIVEN: Okay.

Do I have a motion?

MR. BURNS: Motion.

CHAIRWOMAN GIVEN: Do I have a second?

MR. THOMAS: Second.

CHAIRWOMAN GIVEN: All those in favor?

MR. FOOTE: Aye.

MR. BURNS: Aye.

MR. THOMAS: Aye.

CHAIRWOMAN GIVEN: Motion carried.

MR. BAVARO: Thank you.
CHAIRWOMAN GIVEN: Item number 2, 22 Manor Place.

A public hearing for the Landmark Group.

Applicant is proposing to amend the previously approved site plan.

The property is located in the One-Family Residential District, designated R-1. It's not located in the Historic District.

Suffolk County Tax Map 1001-2-2-41.1.

Good evening.

MR. FARRELL: Good evening, Madam Chairwoman, Members of the Board. For the applicant 222 Manor Place, LLC, John Farrell with the firm Sahn, Ward Coschignano. We have offices at 1300 Veterans Memorial Highway, Hauppauge, New York.

We're here tonight seeking a modification of a previously approved site plan. There are three items that we're seeking to modify. Two of the items though were specifically requested by the Village.

The relocation of the air conditioning
units, the outside air conditioning circulation units. We relocated them in accordance with this Board's previous approval; so we've located them in the spot where we were directed to when the Board previously approved this application. So that's, I mean, I think that one is pretty much academic.

The other item was the fence. We are seeking to reduce that fence height on the -- I forget which side of the property -- adjoining the neighbor.

CHAIRWOMAN GIVEN: West.

MR. FARRELL: The west side of the property to four feet in height so it doesn't obstruct the window from the neighbor's house. We think that's a reasonable modification at the request of the Village.

The last item that we're seeking is the removal of a tree also along the west property line near the front of the property. We have submitted at the Work Session for the Planning Board back on
October 25th, we had submitted several letters from some tree service companies that we have had inspect this tree. It is their opinion that this tree is not in good health, and it's not a matter of if that tree will come down on its own, it's when it will come down on its own.

My client is concerned that if that tree does come down, it not so much -- he's not so much concerned that it's gonna hit his building, he's concerned that it may possibly hit the neighbor's house. And, you know, being that it's on our property, he feels it's in the best interest of the neighbors, as well as himself, to have that tree removed.

Those are really the only items that we're here for tonight. You know, like I said, everything else was previously approved. He's built the building in accordance with the grant and he has partial occupancy of the building, and it seems that the tenants are very happy with it.

If the Board has any questions, we're
happy to answer them.


MR. BURNS: How about the lighting?

CHAIRWOMAN GIVEN: That's not really --

I do not believe that to be an item that --

I believe that's code enforcement.

MR. PALLAS: That's correct.

We are working with the owners on that.

CHAIRWOMAN GIVEN: Right.

MR. BURNS: Okay.

CHAIRWOMAN GIVEN: That's not ours.

Other than that, any questions?

MR. BURNS: Nope.

MR. FOOTE: I have a question on the fence.

You have agreed to reduce the height of it; is that correct?

MR. FARRELL: Yes.

So the previous approval had a six-foot fence, basically from the rear of the property all the way to the front along that west side. The six-foot fence will partially block a window for the neighbors on that side. If we reduce the height of
that fence, it's -- the fence isn't fully
installed, it's partially installed, but if
we reduce it to four feet, that should bring
it below that window line.

   MR. FOOTE: And the abutting neighbor
whose window is being blocked by the
six-foot fence has written that their
preference is that the fence be moved back,
not just reduced four feet, but from what I
understand, they want the fence moved back
to the corner of their house. They don't
want a fence at all in between.

   Does your client have an objection to
that?

   MR. FARRELL: Let me ask him.

   (Attorney speaks with his client
privately.)

   MR. FARRELL: My client's preference is
to retain some kind of separation between
the properties. As it stands right now, I
believe part of the existing for the
dwelling, for that dwelling actually
encroaches onto my client's property. I
think it sticks a few inches over my
client's property. So he would prefer a separation. If they would like us to reduce the fence height further, we could reduce the fence height, but I think removing it altogether is not something they're willing to do at this point.

CHAIRWOMAN GIVEN: I'm not clear on the overhang.

MR. THOMAS: (Indicating.)

CHAIRWOMAN GIVEN: Yeah, but that's above the fence, that has nothing to do with the fence.

MR. THOMAS: You're saying that this is --

CHAIRWOMAN GIVEN: So I'm not --

MR. FARRELL: They have eave --

CHAIRWOMAN GIVEN: That's correct, I see that. That's really not in reference to this fence at all.

MR. FARRELL: No, but the eave does hang over their property line, so they want to maintain separation. They don't want any further encroachment into their, into my client's property. That's the concern.
MR. FOOTE: The neighboring tenant, according to their letter to the Board, is of the opinion that the fence itself, and I don't think this has anything to do with the height of the fence, but the existence of the fence has probably caused drainage issues for them, where it's creating water damage into their basement and their foundation.

MR. FARRELL: I understand that. I mean, I was out at the site. We took some pictures. I think their own leader and gutter system leaves a lot to be desired. Their leaders and gutters basically pitch towards their basement window which I don't think is in their best interest. In addition, they have two levels of roof, so on the upper level of the roof, they have a gutter and then have a leader that comes down to the lower level of the roof and that is not in any way connected to the gutter on the lower roof. So what you're getting is a steep incline there where the water is pouring down. It's into that leader and
then I think it's splashing off to roof and
it may be hitting the fence and going on,
but I think if they ran a pipe from the end
of that leader into the gutter on the lower
level, I think that would probably solve
their problem and divert their other leaders
away from their basement window. I think
that would solve the problem.

We do have a few pictures of the
condition if you would like to see them.

(Handing.)

So there are two leaders in that area.
The picture on the top shows the first one,
you know, that kind of goes right out into
the ground very close to that basement
window. That should probably be pitched,
you know, further away from that basement
window, maybe towards the front of the
dwelling. And the second picture, you can
see the second leader, they have run an
extension hose which comes right out in
front of the window. I think all that's
doing is catching the water and pushing
right towards that window, you know.
Then if you look also in that second picture, you can see the leader that I was talking about from the upper roof to the lower roof. I don't know if we have a good shot of that and how it doesn't connect to the lower leader, but I think that is an issue as well.

You know, I just, my concern is we remove the fence, there is no separation between the properties and that creates other issues, so you have headlights from the parking lot shining into the house. You know, it's commercial activity, you know, adjacent to the house. We have landscaping there. We have, you know, they come out to clean the leaves, they're gonna be blowing stuff into the neighbor's yards. That's another source of complaint. I'm just envisioning all the other issues that could arise if we do remove the fence.

CHAIRWOMAN GIVEN: Thank you.

Rob, did you have anything else?

MR. CONNOLLY: No.

I thought the issue was, you know,
possibly creating an out of possession with
the eave, so I was going to suggest a
boundary line agreement if the neighbors
would be amenable to that, but it sounds
like it's more issues than just that.

CHAIRWOMAN GIVEN: Right.

Any other questions for counsel?

MR. BURNS: I wonder if there is any
way we can ask the Village officials to look
at this and mediate here, so that it will
come out to both -- we could walk over and
look at it and go over maybe.

MR. THOMAS: Maybe engineer the gutters
better, so they work more efficiently, it's
not draining water.

CHAIRWOMAN GIVEN: I'm pretty confident
I know the situation. You have never gone
to the site.

MR. BURNS: Yeah, I have.

CHAIRWOMAN GIVEN: Okay. Are you
confident you know the situation?

MR. BURNS: That's what we're talking
about, the situation that we're confident we
know is what they're objecting to, or
they're concerned about.

How do we reconcile the two points, is my point.

CHAIRWOMAN GIVEN: I don't know if that's what we're supposed to do.

Are we?

MR. CONNOLLY: You're supposed to look at the site -- we already have an approved site plan.

CHAIRWOMAN GIVEN: Yes.

We're basically dealing with decreasing the height from six to four. I mean, he stated it at the beginning, right?

MR. CONNOLLY: Right.

CHAIRWOMAN GIVEN: The three items that we're here to entertain --

MR. CONNOLLY: Right.

CHAIRWOMAN GIVEN: -- and move -- here about; and this is what the public hearing is for. Not so much removal of the fence, that would be ideal for the neighbor, but --

MR. CONNOLLY: Right, because that's not what the applicant is asking for.

CHAIRWOMAN GIVEN: Correct, right?
MR. CONNOLLY: Correct.

CHAIRWOMAN GIVEN: Anything else?

MR. FOOTE: No.

CHAIRWOMAN GIVEN: Okay. Thank you.

MR. FARRELL: Thank you.

CHAIRWOMAN GIVEN: Thank you.

Anyone else wish to speak in this public hearing on this application?

Yes. Thank you.

Please direct your comments to us and on the three items that we're here to address.

MR. COLLINS: All right.

My name is Michael Collins. I live at 232 Manor Place, along with my partner, John Quinlin.

I also have pictures of the fence issue. I'd like you to take a look at those.

(Handing.)

This is the first I've heard anything about the eave going over, not on our property, so that I would have to look into, but I do have comments about the fencing.
We are asking that the fence be removed back to corner of our house. In recent weeks, we have experienced water damage in our basement with the many rainstorms that we have had recently. We have lived in this house for thirty-plus years and we have never had water damage in this area of our basement before. The water damage area inside our basement follows the fence line outside our house. So with the new construction next door of an exit driveway, buffer plantings, fence installation and a huge increase in asphalt in the parking area, you know, this has disrupted 100-plus years of undisturbed soil because this is all new. So we know that the site plan has been reviewed for adequate drainage, but this was clearly not enough for us.

So it is clear that we now have drainage issues and possible foundation problems that we have to address. This will be impossible with the fencing which is so close to our house that it prevents even minimal maintenance on that section of our
house. The fence also blocks the light as it covers the basement window.

So the foundation of our home and the drainage issues have been a concern for us since the beginning of this project, and we have discussed this many times at the ZBA meeting and the Planning Board meetings. We are aware, you know, we're having this drainage issue, it will take us some time to figure it out. We just had our gutters cleaned yesterday. We are aware of, you know, the gutter problems. Unfortunately, the gutter company that installed the gutters was not a fabulous job, so we are going to have to review that and figure out what's going on.

Like I said, we have never had water damage in this section before, so, you know, it's going to be trial and error to figure out what's going on, so I'm not -- we're just asking that the fence be moved back to at least the corner of our house, so that we will have access to the foundation and to that section of our house so we can address
the problem. There could be some foundation
issues, I do not know, so it's just gonna
take time to do that, so. I really just
feel like we -- it will just take some time
to work through that process.

MR. CONNOLLY: Are you talking about
removing the fencing just to right there
(indicating)?

MR. COLLINS: Just to the corner of the
house. It would be --

MR. CONNOLLY: So it's like two
sections of fence --

MR. COLLINS: Two sections and maybe a
partial of the third section.

That would at least -- we're just
asking for --

CHAIRWOMAN GIVEN: Are you just asking
for time on that to look at the problem?

MR. COLLINS: No. No, I'm asking
permanently the fence be taken down back to
the corner of our house. There's, I mean,
it's really ridiculous to jam the fence up.
We're like, you know, eight inches from the
fence, so there is really an ongoing
maintenance issue there even if we figure
out, we can figure out what the drainage
problem is there so, you know.

And as far as the overhang, I have
nothing really to say about that, that's,
you know, this is Greenport, these, you
know, unfortunately, these things -- the
house is a hundred years old, so, you know,
lots of things like that were built in
Greenport over the years.

Would I prefer not to be eight inches
from their property? Absolutely, but that's
where we are right now.

MR. FOOTE: Have you had an engineer or
some drainage expert look at this to
determine whether or not the fence is the
likely cause of this drainage issue you're
having?

MR. COLLINS: No, I haven't had time.

Like I said, just within the last few
storms have we noticed, you know, water in
the basement in that area, so it's never
been an issue before.

MR. FOOTE: So if the fence were
removed and, you know, to where you want it
to be moved and you continue to have this
problem, what would be the result, what
would you --

MR. COLLINS: Well, you know, I have
to, I have an engineer look at the
foundation of the house. Do we have cracks
there? Is there a problem? Does it just
need to be repointed? I don't know.

I definitely, you know, we plan to have
the gutters restructured so it would be more
efficient and away from the neighbor's
property, but I didn't really want to get
into the whole gutter and the drainage
things until they completely finish their
project because I didn't know exactly what
was, how much fencing was gonna go up and
where it was gonna go or anything else so --

MR. FOOTE: Well, it just seems to me
that if you're going to ask for the fence to
be removed, there should be a reason behind
it, other than to say, well, we have never
had this problem before, so maybe it's the
fence. We don't know until you remove it
and see what happens. I think that you can understand from the position of the other property owner that that seems a little nebulous and a little, you know, what's gonna come next type of thing.

You know what I'm saying?

MR. COLLINS: No, I really don't because if I can't -- if I don't have access to that area, how can I evaluate and make any changes there?

MR. FOOTE: Right. I understand that and I understand looking at how close the fence is, what the issue is, but why wouldn't you have gotten somebody to look at it by now, already, to determine the cause of, to see whether the fence itself was contributing to the damage?

MR. COLLINS: We just recently -- I mean, we had initially asked for the fence just to be dropped to four feet.

MR. FOOTE: Right.

MR. COLLINS: Then we realized the water damage and other complications. There is just a time limit here on, I haven't been
able to do that because we just noticed the
possible drainage issues.

MR. FOOTE: But if you could find, if
we had found somebody to at least come look
at it before some order being given to
remove the fence, at least to look at it to
see whether or not the fence is the problem.

Do you want the fence removed so you
can have access to look at the foundation or
because you expect that the fence is the
problem that's causing the drainage issue?

MR. COLLINS: I don't know what the
problem is. I'm just saying --

CHAIRWOMAN GIVEN: Can I just interject
for a moment?

MR. PALLAS: I have a suggestion that
might help, I don't know.

If the fence is -- it sounds to me like
the owners are willing to lower the fence,
if they have to do some work anyway, if the
fence is keeping the water from moving from
their property over, maybe when they lower
it, they leave a gap on the bottom perhaps
to allow water to go where it needs to go,
so it's not blocked by the fence at the bottom perhaps.

I don't know if that would help or not, but it seems to me if the fence is damming up the water, maybe that would help, just a suggestion.

MR. COLLINS: Well, part of my comment was, you know, this is just, even just for ongoing maintenance on the house, I can't, I don't have access to that part of my home. So, you know, I just feel like I'm not sure what function the fence serves other than it's jammed up right next to my property.

CHAIRWOMAN GIVEN: He said it serves as retaining some sort of separation from your two properties. He clearly outlined many reasons for the thinking. I don't know if you heard him.

MR. COLLINS: Yes, I did.

CHAIRWOMAN GIVEN: He did explain what they felt, what purpose that fence serves, so you know.

Okay, any other --

MR. FOOTE: I have a question. Maybe
this is directed to the other owner.  

If you're agreeing to, if they're agreeing to reduce the height of the fence, it seems like you have to first remove what exists there before you replace it with a shorter fence, you don't just take the existing fence and cut it down two feet. So perhaps, you get it removed, we have an engineer look at it and ascertain what the cause of the problem is in terms of the leakage, come up with a drainage solution and then we go our merry way. It seems like this is such an easy thing to solve. And I -- there shouldn't be a public hearing over something like this, in my opinion.  

CHAIRWOMAN GIVEN: The public hearing isn't for the fence, his problem. The public hearing is because we have to have this to amend -- they're asking for an amendment to their site plan and in order, our process dictates us to hold a public hearing to amend the site plan. That's why we're having it. It's not so much to solve his drainage problem as it is to -- our
code.

MR. FOOTE: I understand that, but we approved the plan that included a fence that both sides now agree is too tall and may or may not be causing a drainage problem for this neighbor and it would be kind of nice to be able to resolve it if that is the nature of the problem.

MR. COLLINS: If I can make one comment.

At the very last meeting, this was in April, I think, about this whole fence issue, it was discussed and it was never fully resolved at that meeting before you made your resolution. So I have to say, you know, it was even discussed a possibility of taking a break and talking to the neighbors and see what kind of fence we wanted and where we wanted it to go. We also had input from the consultant on the fence, but, you know, if there was really no, you know, this was really not resolved, so now it's sort of coming back to be a problem. So I'm sorry, but I feel like, you know, I just needed to
raise this issue. It wouldn't be a type of fence there, it would be an ongoing maintenance issue for us and the house on that side.

CHAIRWOMAN GIVEN: Okay.

MR. COLLINS: You said the lighting was not to be discussed.

CHAIRWOMAN GIVEN: It's code enforced, that's a code enforcement issue; am I correct, Paul?

MR. PALLAS: That's correct, yes.

CHAIRWOMAN GIVEN: It's not a Planning Board issue.

MR. COLLINS: All right. Thank you very much for your time.

CHAIRWOMAN GIVEN: Thank you, Michael.

Chatty.

MS. ALLEN: Chatty Allen, Third Street.

I feel that the owners are trying to amend and accommodate the neighbors with the fence. They were approved, everything was done. Now they're being told, well, we'd like, you know, it's, we can't see out windows, we can't do this, can't do that.
And they're here asking you, okay, we'll compromise, we're gonna lower it. I do agree that you should have a separation between some, especially this type of situation. When I was speaking originally -- I'm now seeing one of the doctors in there, so I know what the building is like, I know what the parking is like, how you're coming through, and I do agree with them that cars coming from the back, I mean, even at this time, people have their lights on, if there is not a buffer there then lights will be shining in.

And as far as never having a flooding issue before, this past storm that we had, I mean, it was unreal. I lived in an apartment for twenty years, never had a problem and we had one specific storm, it came in a certain way and it went down an entire wall. So this isn't necessarily because a fence was put up. I feel that they're trying to be accommodating as far as, you know, being able to see out their windows.
But I have one question. You're talking about getting an engineer in to look; who is gonna pay for that? Who is responsible for paying for all of that? This is a site that's already been approved, the building is there, everything is there. I was at every single meeting just about. They're here to get your approval to lower it to four feet. It's hard when you have a problem next door, but I don't feel these people should have to pay the price for it.

Thank you.

CHAIRWOMAN GIVEN: Thank you.

Yes.

MR. FARRELL: Just a couple of, you know, quick followup points.

Again, the reason for the fence is even an issue at this hearing, it's even brought up is because my clients agreed to lower it at the request of the Village because the neighbors complained.

The other reason we're here -- the main reason we're here is because we're seeking to remove that tree. You know, we could, my
client could withdraw the application, walk away and leave everything as is, and he would probably, he would still be entitled to his certificate of occupancy, in my opinion. The tree would, whatever would happen with the tree would happen with the tree. The fence would remain as it is. We would have to leave it six-foot all the way down to the end of the property. So really, two of the three reasons we're here, well, two of the three reasons are to address concerns of the neighbors and the other one is to clean up our compliance with the Board's previous approval.

I sympathize with the neighbors. I have had -- I have my own house. I have had water issues when we have had big storms. I know how frustrating it can be, but like I said, I don't think this fence is causing that issue, and it's really at this point, we stopped the fence at the six-foot height before we finished it, so we're not even modifying what's there, we're just adding four-foot sections to what's there to bring
it down to the height by the window. So the
fence is in and it's not -- the existing
fence is not being modified in any way. All
we're doing is installing four-foot panels
from where we ended the fence to where it
shows on the site plan to the front line of
the building, I believe.

So I do sympathize with the neighbors,
but, again, I think this is a drainage issue
with their property and not because of
anything that's on our property or anything
that we have done to our property. And I
believe, you know, in speaking with my
client, I believe the Village code does have
a section that does require a fence for
commercial property adjacent to residential.
So I think either way, we need to have a
fence installed. I didn't think we can even
remove the fence and be in compliance with
the code.

If the Board has any other questions,
I'm happy to answer them. Like I said,
we're here to be good neighbors, we're here
mainly because of our concern for our
adjoining neighbors and, you know, we appreciate the Board's time and we request that the Board approve the application as submitted.

CHAIRWOMAN GIVEN: Thank you.

MR. FOOTE: You're saying that the part of the fence that has not been completed is the part that should be the four feet, but the existing fence that's already been installed is a six-foot fence and that's not being lowered?

MR. FARRELL: That's not gonna be lowered, that's staying the way it is. And we're lowering it to four feet to the end.

MR. FOOTE: From that point?

MR. FARRELL: From that point, yes.

MR. FOOTE: Okay.

CHAIRWOMAN GIVEN: Does anyone else wish to comment in the public hearing on this application?

MR. COLLINS: I have a question, if possible.

CHAIRWOMAN GIVEN: Sure. Take it to the podium, please.
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Thank you.

MR. COLLINS: My understanding, and I could be wrong, is that the fence is completed. They stopped the fence back on the property to the east of the building at the back so that the neighbors could have access to their driveway. So it is not my understanding that it's going, that the fence is going to run all the way out to the street. I'm confused about that.

CHAIRWOMAN GIVEN: Can you shed any light on that comment, Paul?

MR. PALLAS: That was my understanding.

MR. FARRELL: That's my mistake, I misunderstood. We're lowering it to the --

MR. PALLAS: First two sections, correct.

MR. FARRELL: Yes.

MR. PALLAS: Thank you.

MR. FOOTE: And no further panels are being installed?

MR. FARRELL: That's my error. I apologize. I may have confused the situation.
MR. COLLINS: Like I said, I'm just asking for the space to actually figure out what's going on my property. I'm not going to be coming back and complaining about car lights because by the time car lights would hit that section of the fence, they're already directed straight out down the driveway. So I'm just asking for the opportunity for now and ongoing to be able to provide maintenance on my own home, so, you know, that's my request.

Thank you.

CHAIRWOMAN GIVEN: Thank you.

Any further comments on this application?

(No response.)

I make a motion that we close the public hearing.

Do I have a second?

MR. BURNS: Second.

CHAIRWOMAN GIVEN: All those in favor?

MR. FOOTE: Aye.

MR. BURNS: Aye.

MR. THOMAS: Aye.
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CHAIRWOMAN GIVEN: Motion carried.

The public hearing is closed.

We are not acting on this application tonight, it was strictly a public hearing.

MR. CONNOLLY: Okay.

CHAIRWOMAN GIVEN: I make a motion to adjourn at 4:35.

Do I have a second?

MR. THOMAS: Second.

CHAIRWOMAN GIVEN: All those in favor?

MR. FOOTE: Aye.

MR. BURNS: Aye.

MR. THOMAS: Aye.

CHAIRWOMAN GIVEN: Motion carried.

(Time noted: 4:35 p.m.)
CERTIFICATE

STATE OF NEW YORK )
      ) SS:
COUNTY OF SUFFOLK )

I, STEPHANIE O'KEEFFE, a Reporter and Notary Public within and for the State of New York, do hereby certify that the within is a true and accurate transcript of the proceedings taken on December 6, 2018.
I further certify that I am not related to any of the parties to this action by blood or marriage, and that I am in no way interested in the outcome of this matter. IN WITNESS WHEREOF, I have hereunto set my hand this 6th day of December, 2018.

____________________

STEPHANIE O'KEEFFE
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