

SAUCON RAIL TRAIL OVERSIGHT COMMISSION MEETING

Date: Monday, January 23, 2012
Time: 6:00 PM
Location: Lower Saucon Township Council Meeting Room

Present: Lower Saucon Township: Roger Jurczak, Jerry Holum, Chris Garges
Hellertown Borough: Steve LaBrake, Chuck Hampton, Joe Pampanin
Coopersburg Borough: Erin Frederick
Upper Saucon Township: Joseph Geib, Sara Pandl, Peter Jarrett

John Brunner, Appalachian Mountain Club

Call to Order/Roll Call – Temporary Chairperson

Roger Jurczak welcomed everyone, and had all the representatives introduce themselves.

Public Comment

Regarding the logos, someone commented that if you look at the interstate highway logos, each state has their name on the sign, but it's still uniform. This was discussed at the last meeting. In the minutes it said that having different logos could result in having each municipality adding to the cost of the design, manufacture, and installation of the signage. The Commission did not go with that. Roger said it was decided we would go pretty much as it was designed. It was accepted as it was designed. **The design was accepted and approved by the Commission as presented.**

Items Requiring Commission Approval

- Minutes
The minutes for the November 28, 2011 meeting were approved by the Commission with one abstention.
- December Financial Report
The beginning balance as of November 30, 2011 was \$3,000.00. There was a receipt of a \$1,000.00 and then there were expenses of \$18.07 leaving a balance of \$3,981.93. The December financial report was approved by the Commission.
- Bills to Pay (if any)
There was an outstanding bill for the logo that was submitted last year and is awaiting our acceptance. He doesn't have listed what it was. His recall was it was \$75.00 or \$100.00 for each municipality. We will review this at the meeting in February.
- Annual Election of Officers (President, Vice-President, Secretary)
In the by-laws, each January a President, Vice-President and Secretary must be elected. Mr. Cahalan takes care of the checkbook. The Commission's statement says "within 90 days of the Saucon Rail Trail Oversight Commission being established, the Commission shall appoint annually from its members a President, Vice-President and Secretary. Each year a member from a different municipality shall hold the office of President. The Commission shall keep full public records of its business and shall submit an annual report of its activities to the governing bodies of the four municipalities. We have voting members from each municipality here. If it's the desire of the Commission to wait until Erin arrives, we can do so.

Roger Jurczak was nominated as the President. Steve LaBrake was nominated as the Vice President. The Vice President would act as the President in case the President was out. The Secretary would handle the minutes and the preparation of the agenda. It was discussed that at the last meeting they would go out and look for someone to do the minutes. Roger thought that Lower Saucon would still handle the minutes, but an option is it might defer to the municipality that is represented by the President. In terms of the responsibility of the Secretary, it would entail making sure the minutes get transcribed and the recordkeeping portion of the Commission. It was decided that the host municipality take care of the minutes. Sarah Pandl was nominated as the Secretary. A suggestion was made that the person who handles the secretarial position here, say they

don't have the resources to record and transcribe the minutes, but they would be happy to coordinate with the municipality who hosted the meeting and see where that goes. **The officer positions as stated above were approved by the Commission.**

Trail Projects

- SRT Website

Steve said everyone was going to look at sites and help make a decision which site design the group wanted to go with. Some sites looked at were the Perkiomen Trail and Allegheny sites along with some other sites. PLP Design had a lot of charges for additional pages. The one company, 110 Front Street, gave a pretty straight price and included a couple of revision prices. Yorgey was very cheap. Their price was between \$600.00 and \$1,100.00 depending how far we want to go with the website. Steve knows the people who work at 110 Front and they were the ones who did a site for The Biggest Loser. One of the companies did a lot of work with trails, and they were familiar with those kinds of things. Steve said they would like to get moving on it very soon. Joe Geib said look at the other trails and see who they have as consultants for their websites. We need to give the company one or two things that we like about the website. Steve will get some examples of some websites. Some of the things that the Commission would like on the SRT website would be printable maps that can be printed right off of the website; mile marker information, Facebook page, calendar of events, geocaching information, rules of the trail by each municipality, local business sections, sponsors, minutes, new business map of Hellertown, bench and donation information. Roger said another thing that may be important is to have an individual who they might work with if their firm is selected. Once the requests are submitted to the various firm, do you assume the person responding would be the person who did the design work? Steve said most of these companies are pretty small. Roger said he's been involved in the development of several websites and the chemistry between you and the firm supplying it, the technical aspects are really the critical details. It would be important to know who the players are. Steve said once the website is up, it's pretty easy to add pages and you might want to have a site liaison who has a password and can go into the website and update the calendar and things like that. A decision will be made at next month's meeting regarding the website.

- Trail Markers

Upper Saucon installed trail markers from Lower Saucon to their Township Park. It was a little difficult as the last quarter-mile and half-mile marker could not be placed on the trail as they had hoped. At that point, when you get there, it's down at their Community Park. They are in a holding pattern right now. Roger said there was an issue when Lower Saucon and Hellertown had their trail markers installed that some trail users thought the distances between markers was not as accurate as they thought they were. He thinks Upper Saucon used a GPS type device. Joe Geib said there are mapping tools to measure distances and he did it forward and backwards with a GPS.

Roger said when the first negotiations with SEPTA became real, SEPTA supplied copies of the entire railroad maps from Bethlehem to the end of Lehigh County. The way North Penn Railroad route map was designed was each page was a quarter of a mile, so in reviewing and researching those maps, the mile post that is just north of Old Mill Road was very easy to measure and determine where it would be located. That became the start point and he and Roger Rasich, Lower Saucon's Public Works Director, used a measuring device that mapmakers and surveyors use. Two weeks before that took place, Tom Henshaw who is Hellertown's Public Works Director, used his pickup truck. They drove the truck on the trail and used the odometer of the truck to measure it and they laid out markers. You can see some marker paint left over showing they are off by about 2' or 3' between the truck and the actual measuring device. Starting at Old Mill Road, they laid out and measured 1,320' which is one-quarter of a mile. As verified, when they got to the end of the trail, when there was no more path, they made a command decision that the trail ended right opposite Bachman Street and the trail clearers in their wisdom said there were another 400' to go, and we didn't want to end with a dead end surrounded by creek and trees and so forth. That end of the trail is about 400' short. Mile marker 53 is inaccurate, but they put the 53 in that location to give it a position, it's just a little short. When you are in charge of a project, you make command decisions that are logical.

Joe Geib has defined a situation wherein with the various engineering companies that have been involved with the trail, Upper Saucon actually publishes and has on their website a map where you can print and it lists

the distances between the various road crossings. The cumulative miles for the Upper Saucon trail portion according to the map is 2.3 miles. From the number we started at, No. 50, we had two miles so there should have been room for the final post. There could be some paper error where there is an issue of accuracy versus markings of the trail. Roger said he and Steve have kicked this around a little bit and for purposes of providing markings that would help in locating where you are on the trail, that is a temporary measure. The installation of mile post 48 goes into the Upper Saucon Community Park.

Joe Geib said they have a paid sponsor for mile marker 48 and right now the post is sitting in the garage. Do they now put that marker in Community Park where basically it will be a bypass anyway because at that point you are not going to cross over Preston Road but go through the park and use the tunnel. The mile markers are not going to reflect your source document. Someone said we may want to put 48 where it would be if you keep going the four miles and hopefully they will pick up 49 and draw a straight line along the rail trail and wherever that picks up on Phase 2 of Upper Saucon, is where they put 49 in. Right now 48 will be in the section where Phase 2 is going to begin and where Phase 1 ends.

Joe Geib said they owe it to their sponsor to put the post somewhere. Roger said the map shows the path meandering through the park and being at Preston Lane. He and Chuck were out on the trail one weekend and they talked about the walking path which goes underneath the road. It's a sharp S turn that goes underneath the road and before the library, the width of that if it's more than 6' he'd be surprised. Their thinking was when bikers are on the trail, they may most likely separate in the parking lot follow the road down and cross over Preston Lane and then continue on the trail. The walkers would stay on the path and go under the tunnel. You could put the post in and at least it would be there just in case someone would fall in the parking lot, they can see the mile post 48 and call for help. It would serve the purpose for a physical measurement. When the trail does get completed, we could move the marker to the most appropriate place. A suggestion was made that the sign could be put on the grassy side as it does get busy there.

Joe Geib said in the area behind home plate on the ballfield, there is an area where they put signage that tells you whether the fields are open or closed and they could probably put the mile marker sign in that area. Roger suggested a stop sign where the library and Preston Lane meet which would be a perfect scenario. When bikes go through the tunnel, it's just not going to work. Joe Geib said they may get signage saying no bikes in the tunnel, walkers only. He could see it being a problem with the bikes. People should be slowing down there anyway as they are coming near the park. Roger said on Walnut Street in Hellertown, they have cross marks on the road and Upper Saucon may be able to mark their roads. He sees a lot of people responding to those markings.

Joe Geib said they may have to look into pavement markings for a bike crossing on Preston Lane. Roger said the trail ends at Preston Lane and to put down a crosswalk, it shouldn't be that extensive. Appropriate signage would tell users of the trail, bikers use the roadway, pedestrians use the tunnel. He would like to see people yielding. Joe Geib said bikers must walk their bikes across the street; and maybe widening some of the path leading up to the tunnel.

In summary, for short term, it looks like Upper Saucon is going to place mile marker 48 behind the home plate or somewhere in that area. They are working on getting brown or green signs showing where the trail is. They don't have the trail installed that would go around the parking lot towards the tunnel, a question was asked if they want to install 48 where the trail terminates at the parking lot. They don't have it going round past the dumpsters. It's there really more for safety than anything else. They can put the quarter mile marker where it stands to be true.

Roger said if you were to put 48 in at it's accurate mark, you're not in the parking lot yet? They are in between the creek and the parking lot. He put orange paint on a tree nearby if anyone wants to observe it. Roger said someone short would be the actual 48 and it sounds that if the 48 marker is placed somewhere near the entrance to the tunnel, it would be fairly accurate? Joe Geib said he can measure it off and double-check and see where it would lie if they went through the park. This can be finalized next month. The sponsor will be contacted and will be told what's going on.

- Draft SRT Logo

The Commission had agreed to the SRT logo design. Jack Cahalan will release funds to pay for the logo.

- Bingen Station History

Roger and Jerry have been meeting the last three months with residents who live close or have been associated with the railroad and have facts about the Bingen Station. They are in rough draft stages and not ready for presentation. By the next meeting, they may have something in a better format to submit to the Commission. They would like to get a sign which indicates where the station was located physically. The property is within weeks of final transfer of ownership. There had been presented to Lower Saucon's Council two draft proposals for the layout of that trailhead. There has been design work done. In the present state, they were to enhance and get more information as to what the two design concepts would look like. There were pictures of the station with the buildings and there was a lot of activity there. A lot of research has been done trying to determine the businesses in that area. A water crane was shown which was used to fill the locomotive steam engines. Steam engines along this line would have to stop every ten miles to get water and Bingen was a crucial area for getting water. You can see an outhouse at the station. You won't see any of those things at any of the other stations. The embankment that was there has been filled in, and Jerry is trying to find out the timeframe. There is part of the North Penn Iron Company in the picture. There are some great pictures to put on the website. The history side of the Saucon Rail Trail that was put together in a draft form, the Commission would like to take it to the historian and get a stamp of approval on it. All four municipalities will take it back to their municipality and get their stamp of approval also. Before it goes up on the website, they want to make sure it's accurate. In February there will be some updated information.

- Trail Hours, Trail Rules & Enforcement – Discussion

There was interest in discussion about trail hours and rules that relate to the hours. For the record, Roger printed out the Hellertown, Upper Saucon, and Lower Saucon rail trail use rules. Upper Saucon's first item is the trails are open to the public only during the hours of daylight (sunrise to sunset) or as otherwise posted. Hellertown makes reference to two hours. Lower Saucon's first item prohibits use of the rail trail for any purpose between dusk of any day and dawn of the next day. The reason this issue has been brought to the table as there's been reports that there is a fair amount of night use of the trail. There were some crossing issues where users did not have lights and went through the stop sign and shook some of the car drivers up. The trail's function would serve as a function by which walkers or bikers were commuting from their home to business or other transportation hubs and the issue of the use of trail after dusk or before dawn. Someone said from a community standpoint, they disagreed about closing the park after dusk and before dawn. If anyone is using it for commuting, it would be a shame to cut somebody off. At December it's dark at 4:30 pm and most people aren't even out of work. There have been people riding it at 8 pm or 9pm in the evening. It's up to the municipality if they want to enforce it. There have been inquiries of people running before dawn or after dusk, which may be more convenient for them. There are some people who run with headlights on. It may be the best time for them to run. This was brought for discussion this evening as before we were a Commission, we were trying to just get it open. Everyone has heard issues that need adjustment or need to be rethought. It was asked if there were any comments and what direction the Commission wanted to take this. Someone said people living next to a trail are concerned about their privacy. Was there any promise made to those people or was it even an issue? No one knew of any promises made unless they voiced their concern and were told by the municipalities. People who have more privacy on the trail were given fences to protect them from the trail. The Upper Saucon part of the trail has high fences on part of the trail. One of the discussion points early on was that the trail wants to be a good neighbor to the residents along the trail and a lot of effort has been focused on not trespassing. There have been people absolutely who do trespass, but by the time you call the police, they are gone. It's happening, but happening in a very small portion of trail use. The question is, is this an issue that needs further attention? There have been no neighbor complaints nor has there been an issue. You'd expect people to use as much caution they do in the evening as they do during the daytime. No formal complaints or no crime along the trail have been reported. The people who are on the trail riding bike or running aren't going to be of concern to the neighbors. For kids or people congregating and causing trouble, that's the main reason you'd want to close it. The people who are running or biking may be using it for commuting and they are not going to be making noise.

A responsible user takes their necessary precautions and doesn't create an impact on their neighbor whereas

having rules posted there are more for police action than enforcement. If there is a rule that says it's closed when it's dark out and you have a group congregating, the police can absolutely have enforcement. Responsible trail users are not impacting anyone on the trail. If they are out there, they will enhance security. It's up to the municipality to enforce it if they feel someone is being irresponsible and have a right to get them off the trail. You have to use your best judgment and not someone from commuting. Let's make it a commuter-friendly trail.

Jerry said he's a property owner right by the trail and he'd like to know where a person might use the trail for commuting after dusk. The answer was somebody could ride from Upper Saucon to Hellertown, jump on the Bieber bus and go to New York City and come back. He said the trail doesn't go down far enough. Someone said they'd have to get off the trail and go on the road, but if the trail ever opens up and goes into Bethlehem, commuting is going to be much more prevalent. There are people riding from Hellertown to Lehigh University on a daily basis by riding up the mountain, but if there's an option of a flat commute, you are going to see people from St. Luke's in the Upper or Lower Saucon area, commute to work. Someone said he knows a person works in Coopersburg and he'd like to use the trail to get to work.

Jerry said there are people using the trail that don't use lights at night. Someone said you can have that with any cyclist where they go out on the road without lights. You see that on Main Street in Hellertown. Jerry said he can tell you without exception; it's not unusual at all to see people out on the trail at 10 pm and later. Individuals out there normally younger kids congregate out there especially where he lives. Someone said then he could call the police, but he'd hate to see someone going out for a little exercise and the police get called for him. Once or twice the kids get the police called on them, they'll stop going on it at night. There were two police officers who were going to be on bike patrol and they said this is a new thing for them but part of their community training is the know what the rules are and a lot of residents don't understand all of the rules and the ramifications. Their job is to advise them of what they are doing and present them with information and exercise good judgment on how far we take it. Enforcement is available. If an adjacent property is disturbed by a situation covered by the rules, then the police should be the arbitrator.

- Carolyn Lidie Acknowledgement on Hellertown Kiosk

At the December meeting, an issue was raised that Carolyn had done a great deal of work on helping to get the kiosk with the green roof to become a reality. It was asked at the last meeting if we could acknowledge Carolyn's efforts as a testimonial. Roger has maintained a contact with the Eagle Scout, and felt it would be appropriate to speak to them about this issue and get their input. The feedback he got from the family was that Carolyn had done a good number of things to make the green roof aspect of the kiosk a reality. She had arranged to get the containers that would be used on the roof, and arranged for the plants, and grew the plants that were on the kiosk. She was very much a part of making the green roof a reality. This green roof effort was something she had done through the Penn State Master Gardeners program and she had done a couple of presentations. She took the matter to the next level. There was a statement made up that could be put on a small plaque and affixed to the kiosk in Hellertown. The following was written "In memory of Carolyn Lidie, for her efforts in promoting this kiosk green roof to add a bit more of nature's beauty". The date she died was November 30, 2011. It could fit on a piece of granite for the trail. The price from Eternal Products would be \$500.00. It's a 2x4 stainless steel plate and the plate engraved is minimal dollars. This might be our first expense. It was February when the kiosk was installed, and the reason for that date was to become an Eagle Scout you need to have it completed by the time you are 18. It would be significant and the first anniversary of that kiosk if this could be put together and have family and the Eagle Scout and Hellertown's Council help us do a formal presentation and invite Carolyn Lidie's husband. This would go on the edge of the post on the kiosk, whatever would be within the level of the eye. **The Commission moved for approval of a stainless plate with wording as stated above.**

Steve said he had a couple of comments from Cathy Kichline, Borough of Hellertown Manager. Cathy had a meeting with the Gaming Authority. There are three families who have purchased memorial benches along the Hellertown portion of the trail. They are using the same vendor as Lower Saucon. A split rail fence was just installed along the Grist Mill and Water Street Park for aesthetic purposes in an attempt to keep vehicles from driving on the grass. There was a discussion on the port-a-potty at the Grist Mill which is back in place as some missed it. There will be a port-a-potty at the Bingen access shortly. The cleanup of the invasive

species at the Hellertown Marsh will be cleaned up this spring. If there is a date given during the week, there are people who would volunteer their time. The third weekend of March might work. They have to cut vines which are choking trees along the trail. Tom Henshaw will come by with the chipper on Monday and chip it all up and just leave it where it is. A question was asked if Lower Saucon could do the same. The right-of-way is 30' and there are some areas where they should get permission to go on adjoining property to cut the vines down. Tom Henshaw said March would be fine. There would need seven team leaders and 20 to 25 volunteers needed. It will be put on the Facebook people. A plan should be gotten from Tom Henshaw. The Saucon Creek Watershed Association was initially involved with this, and they'd probably be able to help as they would know what plants to pull out. There would be a training session with all the team leaders. It's pretty clear what needs to come down. Lower Saucon has a problem just south of Meadows Road. There are property owners on both sides dumping things onto the trail right-of-way. They've done it all these years and think they can still do it. There could be a notification to the property owners along the trail. There is no parking at Meadows Road and Old Mill Road and it would be very helpful to have people be able to park there on that day. There is permission to use the Meadows Banquet facility and also they could park on Arden Lane on the side of the road and walk down. The date would be March 24th with a rain date of March 31st.

Roger spoke with a neighbor who is a student at DeSales and also a resident assistant. They like to get involved with the community. The student was going to address this at a February meeting regarding them volunteering as a group. They may be able to get Boy Scouts to help also. This information will be put on the SRT website and the PATCH. The Township could put this on their website and also Upper Saucon. There's a church in Hellertown that also wants to help out.

Trail Maintenance

- **March Trail Clean-Up**

Chuck said Tom Henshaw said he would supply some dirt in select areas along the way where wildflower seeds could be planted. At a Hellertown Council meeting, there was a Girl Scout leader in Hellertown who wanted to beautify areas in Hellertown and it was warmly accepted, but they weren't given a target or place in which to participate so the Commission now has a target. There are a number of places identified which would be nice for wildflowers. Tom Henshaw would dump the soil and the volunteers could just plant the seeds. For about \$125.00, they could get seeds for the entire five miles. If Lower Saucon could put dirt in selected places, they could go up the line and plant the wildflowers there also. Wildflowers are easy. You sow the seeds and they come up every year. A trail patrol was talked about. Safety vests are needed. Research was done and a design for a vest and the logo for the vest was shown. The vests would be used in conjunction with events and work parties. Someone said one of the things about the vest aspect, if you are doing work on or around a public road or highway, you are obligated to have a certain caliber of vest, reflective devices and the likes of that. It all has to do with public safety and protect those who are involved. If we are going to stop traffic, we will have a need to protect the road where they are crossing. It was mentioned in the November meeting by Dennis Scholl that there is a bike patrol that is part of maintaining and the trail tenders have people that go out on a daily basis and just go up and down the trail and if there is a tree down, they report it to the Public Works people. The Saucon Rail Trail may want to invest in a couple of vests and have them available and maybe assigned to people. The Saucon Creek Watershed Association has vests and they are welcome to use them. They have Litter Crew Ahead signs also if anyone needs to use them. Steve and Jerry will talk after the meeting about the vests and will come to a conclusion and recommendation.

Other Issues

- **John Brunner, PA Highlands Trail Network** – John has been to the Saucon Rail Trail meetings twice. The PA Highland Trail came about 20 years ago with organizations in New York and New Jersey. It's mostly complete except for a tiny piece at the very end in Warren County where it enters Riegelsville, PA and it goes from the Hudson River down Bear Mountain through New York and New Jersey Highlands to Riegelsville. John's job is working with the Steering Committee volunteers who are comprised from people from Bucks, Northampton, and Lehigh to get the trail from Riegelsville, PA down to the Maryland border. They will be co-aligning with a number of trails between the Delaware River and Susquehanna River. They've come up with two ideas with trail routes, both of which they want to pursue. Starting in Riegelsville along the Delaware River, going south, follow

the D&L Trail down to the vicinity of Cliffs. John is working on a plan for a loop trail between Ringing Rocks and New County Park land along the Delaware River. It's where the Cliffs end. They take the trail over to Ringing Rocks and based on their success on a landowner, hope to gain 56 parcels, and go over to Lake Nockamixon. From Lake Nockamixon to Quakertown, from Quakertown down to Milford Township. Milford already has a trail system that's virtually complete through the entire Township which takes it to Montgomery County. They have talked to Montgomery County already about a trail system. Then it would join with the Perkiomen Trail, to the Schuylkill Trail to the Horseshoe Trail or go up the Schuylkill Trail and go to Pottstown, to the Lebanon Trail to the Conewago Trail, which is 75% done, and figure out a way to the Susquehanna, then to the Mason-Dixon Trail which eventually links to the Appalachian Trail. The northern route they are looking at would involve the Saucon Rail Trail, but it would also be contingent upon the possibility of establishing the rail trail on the abandoned SEPTA line where this trail ends. They are actively pursuing this right now as Bucks County is developing their bicycle plan, which was supposed to be released months ago. It will be released in the next couple of months. The abandoned SEPTA line in Quakertown will probably appear on the trail if they can get it in place and develop. That would involve working with Springfield and Richland Townships to get it to Quakertown. Bethlehem is looking for a way to complete the trail from their greenway to Saucon's Rail Trail. There may be funding available through the William Penn Foundation. The funding is being disseminated through the Delaware Valley Regional Planning Commission. It's to build a regional trail network. A lot of activities are centered around the Philadelphia area, but they consider the D&L and Schuylkill River trails to be major spines of that. They put up \$10 million for William Penn's giving area, which are five counties around Philadelphia and probably including this area also.

John said there is a workshop coming up on April 19th on regional planning and crossing municipal boundaries. It will be attended by many panels. They are looking for local businesses that could speak to the trail from economic perspective. They are looking for someone from the health field. Roger said he was planning on coming to the workshop. Everyone is welcome.

John said there is a Steering Committee meeting on January 30th at Quakertown Library if anyone wants to attend. There is potential for access to the SEPTA line in Quakertown near Richlandtown. There was discussion of the Saucon Rail Trail hooking up to the South Bethlehem greenway. There's a portion that Bethlehem would have to acquire, but right now Norfolk Southern is leasing to Crushed Crete. It would be a good idea to have a liaison from the Saucon Rail Trail to the Highlands Trail. There is a potential for the other trails developing on either side of the Saucon Rail Trail to join. It has been discussed and someone was going to reach out to Springfield municipality. There's a private gentleman in Quakertown who was actually pushing the trail to run north, except there are still train cars on the rail in Quakertown. They are focusing on some really beautiful places below Nockamixon for trails and they are pretty much in place already. John said he will try to attend the Saucon Rail Trail meeting when he can.

- Someone said at their crossing at Landis Mill Road, they had yield to pedestrian devices, ones that are on the median and if they get hit by a car, they fold down. PennDOT advised them to pull them for the winter. They got these devices as they received a letter from a resident stating it was dangerous crossing there. Since they pulled them, the resident said they are gone, it's dangerous again. They were also removed because of snow plowing. Hellertown stated there devices are still up. DeSales leaves theirs up all the time.
- Jerry asked what do we do about a meeting in the event of snow? Roger said he would send emails around. The notifications for the meeting could also be put on Facebook or the PAT.

Next Meeting Dates: February 27, 2012 @ HB; March 26, 2012 @ CB; April 23, 2012 @ UST, all at 6:00 pm.

Adjournment: The meeting adjourned at 8:45 PM.