

MINUTES OF THE MEETING OF  
THE TOWN BOARD OF COMMISSIONERS  
TOWN OF WILLIAMSTON, NC

July 7, 2020

The Board of Commissioners of the Town of Williamston met in regular session on Tuesday, July 7, 2020 at 5:30 p.m. in the NC Telecenter located at 415 East Boulevard, Williamston, NC.

**PRESENT** Mayor Joyce Whichard-Brown  
Commissioners: Mayor Pro Tem Ronell Rodgers, Al Chesson, Jerry Knox and William Coffield  
Town Administrator: John O'Daniel  
Town Clerk: Christina Craft

**ABSENT** Alton Moore

**WELCOME**

The Mayor welcomed everyone.

**CALL TO ORDER AND INVOCATION**

The Mayor called the meeting to order and welcomed everyone. Commissioner Rodgers led the pledge of allegiance. Commissioner Knox offered the invocation, followed by a moment of silence.

The Mayor reported the meeting would be recessed following the Public Hearing. The meeting will reconvene on Thursday, July 9, 2020 to address the other items on the agenda.

**PUBLIC HEARING**

The Mayor reported the purpose of the public hearing is to receive citizen input regarding the intention of the Town of Williamston to apply for funding under the Community Development Block Grant (CDBG-NR). The Town Administrator reported the Town has been working with the Adams Company in preparation of the grant application. The proposed project will include community building improvements, housing acquisition, clearance, reconstruction, rehabilitation and general administration. The proposed CDBG activities are scattered throughout the Town of Williamston. The total estimated CDBG program cost is \$750,000.00 which represents 100% of the total program costs. The Town is requesting the maximum amount the grant will allow. The agenda is to select four houses and install an air conditioner in the Gaylord Perry gym. Three of the homes visited will most likely require a complete rebuild and one will be a rehabilitation. There are two items in the agenda packet that will need to be approved to move forward in the application process. The application is due July 24<sup>th</sup>. Staff resumes are part of the various items required for the approximately 100-page application. The Mayor questioned if the board will receive a copy of the application. The Town Administrator reported the application will be on file at Town Hall and will require Board approval to move forward with the application. The form is lengthy and requires many supplemental attachments. Commissioner Chesson reported the format of the application is online. Commissioner Rodgers questioned how many requests were received that qualify. The Town Administrator reported 35 reached out that were interested but not all were eligible. The selection committee received a listing of all applicants without any names listing. The committee reviewed and sorted the list according to the highest needs reported. Commissioner Rodgers questioned if it was too late to apply and what were the qualifications. The Town Administrator reported the deadline for submission was June 12, 2020. There is an income level requirement, the property must be owned and occupied by the owner, must continue to own and occupy the residence six years after receiving the grant, must live within the city-limits of Williamston. If the owner sells the property prior to selling the property, the funding will have to be repaid and the amount that is repaid will be decreased annually. Commissioner Rodgers questioned how the Gaylord Perry air conditioning fits in the grant. The Town Administrator reported the gym air conditioner will strengthen the merit of the grant as it will benefit the entire community. The Town Clerk questioned if any callers would like to speak in regards to the CDBG-NR application. With no comments regarding the Public Hearing, the Town Clerk reported that any citizen who wished to make comments that are unable to do so during this public hearing to email or drop off a hard copy to the Town Clerk at Town Hall prior to July 9, 2020 and all comments will be forwarded to the Board prior to any action taken. With no further comments, the Mayor closed the public hearing.

The Mayor recessed the meeting at 6:12 pm and will reconvene the meeting on July 9, 2020 at 5:30 pm in the NC Telecenter.

**Meeting Reconvened on July 9, 2020**

The Board of Commissioners of the Town of Williamston reconvened in regular session on Thursday, July 9, 2020 at 5:30 p.m. in the NC Telecenter located at 415 East Boulevard, Williamston, NC.

**PRESENT** Mayor Joyce Whichard-Brown  
Commissioners: Mayor Pro Tem Ronell Rodgers, Alton Moore, Al Chesson, Jerry Knox and William Coffield  
Town Administrator: John O'Daniel  
Town Clerk: Christina Craft  
Finance Officer: Linda Harrison  
Town Attorney: Daniel Manning  
Recreation Director: Allen Overby

**ABSENT** None

**WELCOME**

The Mayor welcomed everyone. Commissioner Chesson led the pledge of allegiance. Commissioner Moore offered the invocation, followed by a moment of silence for the COVID pandemic and all that is going on around us.

**AGENDA APPROVED**

The Mayor asked if there were any adjustments to the Regular Agenda or if the Board wished any items to be removed or added the Regular Agenda. *It was moved by Commissioner Chesson, seconded by Commissioner Moore, and unanimously passed to approve the regular agenda as presented.*

The Mayor asked if there were any adjustments to the Consent Agenda or if the Board wished any items to be removed or added to the Consent Agenda. The Town Administrator requested the addition of Wes Gray, Director of the MTW Health Department, to the agenda to allow him to update the Board on COVID-19 for our region. He also requested the addition of an Administrative Update as item 9, under New Business. *It was moved by Commissioner Knox, seconded by Commissioner Moore, and unanimously passed to approve the consent agenda as amended.*

Items approved in the Consent Agenda are as follows:

- (1) Minutes of the June 2 and 15, 2020 meetings
- (2) Approval of Budget Amendment - General Fund – Police  
General Fund  
Capital Outlay-Police \$61,526.00

The purpose of this amendment is to budget funds for Police vehicles not received in the 2019/2020 budget year due to unusual circumstances. All other items for the cars purchased in 2020 year will be held in CIP until the vehicles are delivered.

**PUBLIC COMMENT**

The Mayor opened the floor for public comments. Lewis Whitley reported he has recently purchased Treese Mobile Home Park in Williamston off of NC-125. There is a master meter at the front of the park and he is responsible for all of the water lines throughout the park which is over 37 acres. He is able to invoice the residents per their usage. Treese is billed for 38 units while there are only 17 active accounts. His vision for the park is to allow for ownership of the residents which is a change from previous management. The additional 21 accounts are being billed a base charge. While there are abandoned homes still on the property that are being counted as an available unit, they are far from habitable and he is in the process of disposing of those to clean up the community. His first choice would be to turn the system over to the Town Water department as he had rather focus on the management of the park. If this is not possible, he would like the account to be reconciled to reflect the current residents. He would work with the Town offices to add any new tenants as he is hopeful there will be more tenants moving forward.

**COVID UPDATE FROM MTW HEALTH DIRECTOR**

Due to technical difficulties, the Board was unable to receive the update from Wes Gray via the GoToMeeting application. The Mayor requested the Town Administrator to invite Mr. Gray to the August meeting.

#### **OLD BUSINESS**

##### **Approval of Resolution 2020-200 CDBG-NR Application**

The Town Administrator reported the Board has been discussing the Gaylord Park gym air conditioner for over a year. At the January retreat, Board gave direction to search for a grant to fund the air conditioner. If a grant could not be obtained, fund balance was to be used. At the June 2, 2020 meeting, he reported to the Board the Adams Company was assisting with a CDBG-NR application. When discussions began with the Adams Company, housing is top priority but the air conditioning strengthens the application. The grant eligibility requirements were on the Town's facebook page, webpage and in the local paper. Over 30 people called in requesting help. The list was reviewed by the selection committee with names removed to prioritize the list. Since that time, he and Ben Jones with the Adams Company performed site visits. There are four homes that will benefit from the grant plus the entire community will benefit with the air conditioning added to the gym. This will allow the gym facility to be used for a shelter or medical overflow in emergency situations. Ben Jones presented a cost estimate summary for the grant, totaling \$750,000. He reported this grant is designed to bring homes up to code which will require some houses to be completely reconstructed. Three of the four homes on the grant application will require reconstruction. The fourth home can be rehabilitated at a total cost of \$71,000. The grant must be completed in 30 months. After submission of the grant on July 27th, the State will contact the Town to inform if the grant is funded prior to the end of the 2020 unless prolonged due to COVID. Once funded, environmental reviews will have to be done. There will be additional reports to be completed which will require Board approval. There will also be additional public comment periods. The actual work will begin approximately June 2021.

The housing activities will provide needed improvement in equitable, safe and affordable housing. Current housing conditions in the community are suffering from economic hardships which have led to deferred maintenance which has only worsened due to the current COVID 19 PANDEMIC. This program will target 3 homes for clearance, temporary relocation and reconstruction and 1 home for rehabilitation. These efforts will bring the homes into new home compliance, energy efficient, decent, safe and sanitary conditions. Completion of this work will aid in the continued residential use of the existing properties, and promote building and repair of other homes in the area. The community activities will provide safe, usable, and comfortable community facilities which will aid greatly in the sense of community and provide members of the community with a safe and productive place to spend their time. It will also provide comfortable contingency medical and testing facilities in the event of a similar future event to COVID-19. This work is proposed to be complete within 30 months.

The community center improves the application as the center will benefit a larger number of people. Commissioner Rodgers questioned how the revitalization will benefit the Town. Adams reported the air conditioning in the building will make it usable for training and community outreach programs. He commended the Board for their actions and encouraged the Board to continue to request grant funds to improve the Town. The Town Administrator questioned how often the Town can apply for this grant. Mr. Adams reported the grant is interesting in that the Town can have \$1.25 million per year from various grants. This grant limit is \$750,000 every three years. Commissioner Moore questioned if this grant is attached to COVID as passed by the President in March of this year. Adams reported this grant is not but the same group may have another grant in the next few months. The next stimulus package may have a CDBG-COVID grant. Commissioner Moore reported he was anticipating the grant award in the next couple of months. Adams reported the award notification would most likely not be received until the end of the year. After the award, there are steps that must be taken prior before the money can be spent. Commissioner Chesson reported the center is a priority and would prefer to have the air conditioner installed in the spring. Adams reported the Town has no financial obligation with the grant. Jones reported any funds given back such as when a home is sold will go directly to the Town to be reused on other low to moderate income individuals. The Town Administrator reported the earlier report of a 6-year debt forgiveness loan was incorrect due to the amount of repairs and the correct term for debt forgiveness is 8 years. Adams reported if the owner is deceased, the obligations go to the heirs. If the heirs do not qualify due to the low to moderate income requirement, the heirs would have to pay the town a portion of the debt. Jones reported a few of the homes inspected were in the most need he has seen in his surveys. Adams reported the grant is very competitive and there are no guarantees the Town will receive the grant. *It was moved by Commissioner Knox, seconded by Commissioner Chesson, and unanimously passed to approve Resolution 2020-200 Application for Community Development Block Grant Funding for the 2020 CDBG NR Project. This resolution is hereby attached with the minutes of this meeting and incorporated in the Town's Resolution Book for future reference.*

#### **Approval of Citizen Participation Plan**

The Town Administrator reported the Citizen Participation Plan describes how the Town of Williamston will involve citizens in the planning, implementation and assessment of the Community Development Block Grant (CDBG) program. *It was moved by Commissioner Rodgers, seconded by Commissioner Coffield, and unanimously passed to approve Citizen Participation Plan.*

#### **Approval of Utility Billing Plan**

The Town Administrator reported the utility billing plan was updated per Board direction to remove the late charge fee for COVID payment arrangement plans. Any citizen who sets up a payment arrangement plan and fails to make a payment will not have a late charge, but will be required to pay the account in full. Commissioner Moore questioned the payment plan as the executive order requires the Town to give 6 months to pay. If the citizen has the current due amount but does not have the money for the past due amount, the executive order will not allow the account to be turned off. The Town Administrator reported a different interpretation from the School of Government and other municipalities as the payments received will be applied to the past due amount before the current payment. Some municipalities automatically enroll citizens in a payment plan but Town of Williamston will require the citizen to sign the payment plan. The bill due in August could be turned off for nonpayment. When the citizen comes in to pay to turn water back on, they will be presented with the payment plan for the past due amount. Citizens can come in at any time to begin the payment plan. The Finance Director reported notifications regarding payment plans has been listed on the bill and a letter will be sent in July to all with past due amounts due to COVID. She estimates there are less than 200 accounts delinquent due to COVID. She wants the customer to state what they can do. Commissioner Moore reported knowing that the Town is obligated to capture the past due water bills but does not want the Town to infringe on their rights. The Town Administrator reported the plan in very similar to what other Towns are doing. Commissioner Rodgers questioned how much of a percentage of the old bill is required. The Town Administrator the payment will be 1/6th of the past due amount plus the current bill. The Mayor reported the past due and current payment will be very difficult for some citizens and recommended a longer repayment plan than the 6 months. *It was moved by Commissioner Moore, seconded by Commissioner Coffield, and unanimously passed to approve utility payment plan as presented with the amendment of allowing 9 months instead of 6 months.*

#### **COVID-19 UPDATE**

Wes Gray, MTW District Health Department director, provided the Board with an update on COVID for the district. An update is listed by 5 pm on their website daily. Martin County had two cases today, with 159 total cases since the beginning of the outbreak. There have been 138 recoveries with 5 deaths. Currently there are 19 active cases in Martin County, two in Washington County and twelve active cases in Tyrrell. Martin County has shown a steady increase since Phase 2 has begun. These cases have been linked to groupings in home environments where the ceilings are low and close interactions are prolonged. The State wants testing to increase to 5% per month which equates to a half a million tests per month. 45% of the statewide cases are ages 25 to 49. Only 25% statewide are over 65 years old but this age group has the highest number of deaths. The department does a two-phase testing which includes an antibody test and a swab test. Washington Regional Medical Center has been hosting a COVID test. The antibody test results are very fast. If positive, this indicates you are currently positive or has had the virus recently. If the antibody test is positive, they request all in close contact to be tested. This helps to catch the ones that are asymptomatic and quarantine these before the virus is spread. Several clinics are held outside in a drive-thru fashion. 80% of the positive cases have very little or no symptoms. Some of the laboratories have been overwhelmed with the increase testing and have delayed results. The antibody test have assisted in the screening process to reduce the number of swab tests.

#### **OLD BUSINESS**

##### **Town-Related COVID-19 Update**

The Town Administrator reported the Town had originally planned to re-open Town facilities to the general public when the State enters Phase III. The Governor has extended Phase II through July 17<sup>th</sup>. With the increase in cases in Martin County, the Town Administrator recommended facilities remain closed and reassess at the August 4<sup>th</sup> meeting. He reported citizens have been requesting the opening of the recreation facilities to include the gym. He reported the Town plans to order thermometers for each department to test and log temperatures of employees. *It was moved by Commissioner Knox, seconded by Commissioner Coffield, and unanimously passed to approve facilities remaining closed until reassessment at the August 3, 2020 Board meeting.*

##### **Discussion of 110 Perry Street**

The Town Administrator reported Commissioner Moore received a complaint on 110 Perry Street. He and the Planning Administrator inspected the property and reported the property is now a wooded area. The Mayor reported the lady who lives on 112 Perry Street has reported snakes crawling out of the woody area where a house used to be. The Town Administrator reported there are many more areas that are similar in the Town. Commissioner Knox reported killing six snakes this year in his yard and snakes are expected in the area we live in. Commissioner Moore reported the property used to have a home on the property and code enforcement for the Town of Williamston was not doing its job for the property to get in this condition in year's past. The only reason it is a wooded area is the Town allowed this happen. Town Administrator reported the code enforcement has limited funds with many needs and properties must be prioritized. There are many properties such as the Bowen's Sign building that the Board has directed the department to begin code enforcement on it. This lot is owned by the Williamston Housing Authority and discussions with the Authority led us to believe this land will not be maintained. The property was given to the Housing Authority by the Town approximately 10-15 years ago. The Housing Authority maintains the Town agreed to keep the land mowed after it was gifted to them. The Town Administrator reported he requested supporting documentation of this agreement but has not received anything. The Mayor reported this area is much more important than the Bowen's Sign building. Commissioner Chesson requested staff to develop a priority list of these area and assigned a cost to each of the problem areas to develop a budget. The Town Administrator reported the only list developed currently is for homes. Commissioner Rodgers questioned if a letter was sent to the Magnuson Hotel property and if there is a timeframe for removing the concrete pile. Commissioner Chesson reported the grass is addressed in the Code Enforcement. The Town Attorney reported this could be discussed in Closed Session under Attorney Client Privileges but this does a major shift in the budget. Commissioner Rodgers reported hearing from citizens who state the taxes are being used to expanding the fire department but not helping their neighborhood and their property values are being affected. While some have left the area for various reason, there are some that leave as they don't see Williamston as being upgraded and want to do something today and beyond to get people to stay. They want to feel a part of the community and they do not. The Town Administrator requested the Board to send any addresses of areas in their district that needs attention to his attention to be certain no areas are missed. *It was moved by Commissioner Chesson, seconded by Commissioner Moore, and unanimously passed to direct staff to bring a proposal for this and similar properties to discuss at the August 3, 2020 meeting.*

#### **Discussion of Speed Limit on Elm Street**

The Town Administrator reported Commissioner Moore reached out to him and Chief Cowan related to the speed of vehicles on Elm Street between Church Street and White Street. The area of focus is a section that has a daycare located on it. The vehicle speed is magnified by the fact that parking is allowed on both sides of the street, especially during drop-off and pick-up at the daycare. The speed limit is not posted; thus, it is a 35-mph zone which could be too fast for conditions. The Mayor questioned if a speed table could be installed. Commissioner Rodgers reported he was in favor of speed bumps on both ends of the street to slow traffic. Commissioner Knox reported speed tables are very damaging to the emergency response vehicles. Commissioner Moore reported this concern previously. Complaints had stopped for a while. The Town Administrator reported police increased patrol of this area which helped for some time. The Public Works Director reported a speed limit sign is needed regardless so police will be able to enforce a lower speed. Commissioner Chesson requested patrol to park on the road during the daycare pickup and drop-off times to deter speeding. The Town Attorney reported an ordinance is required to change the speed limit. *It was moved by Commissioner Chesson, seconded by Commissioner Moore, and unanimously passed to authorize the Town Attorney to develop an ordinance to enforce a speed limit of 20 mph on Elm Street.*

#### **Mulberry Street Donation**

The Town Administrator reported heirs of the Mulberry Street property, parcel ID 0503246. The Mayor reported the property does not appear to be of use for the Town. The Town Administrator questioned if there are man-holes on the property. The Public Works Director was not aware of a manhole on the location but would have to verify. No action was taken.

#### **Request to Purchase 1014 River Road**

The Town Administrator reported Sylvia Gray has expressed interest in purchasing 1014 River Road for her upholstery business. The zoning restrictions for this property, being in the TRD zone, typically wouldn't allow an upholstery business but would also do boats as well which does conform to the district. He reported the Town had previously discussed in years past regarding developing the area for a campground. Commissioner Knox reported the old station is in bad shape and the previous owners had stated they would fix it also. Commissioner Chesson reported the River Landing project is a great plan but will take many years and a lot of funds to complete. If the Town could get the tax

value, it may be beneficial to sell the property to a potential business who will upgrade the property and pay taxes as it is located in a main entry into the town. The current tax value is \$59,130. The Town Attorney reported if the Board is interested in selling, the potential buyer would have to make an offer and pay a deposit. The offer would have to be publicized to allow for upset bids. If there is an upset bid, the process would be repeated. If the bid is not upset, the Board would have to decide if willing to accept the amount is offered. Commissioner Chesson reported he would like to see her due diligence period of how it is zoned, how she intends to use the property and how we can help. The Town Attorney reported the next step is for her to make an offer, pay a deposit and staff will bring this back to the Board. *It was the consensus of the Board to consider selling the property on 1014 River Road.*

#### **Approval of Resolution 2020-201 Adopting the Northeastern NC Regional Hazard Mitigation Plan**

The Town Administrator reported Resolution 2020-201 Adopting the Northeastern NC Regional Hazard Mitigation Plan is a requirement to continue to receive FEMA funds in the event of a declared disaster. Commissioner Rodgers questioned how this relates to citizen damages. The Town Administrator reported this is for the Town and is uncertain how this will impact private residents.

#### **Approval of Patriot House Request**

The Town Administrator reported the Patriot House has requested a temporary easement onto Town property to shore the existing historic masonry on the old R&C building to prevent the walls from stress cracking or sloughing material. This would occur on side of the building that runs parallel to the pedestrian walkway on the south side of the building and the west wall facing the building. He reported Chief Peaks expressed possible concern fire-related but needs to inspect. He recommends a time limit for the easement. The Patriot House has a 6-month time limit in the CDBG-DR grant. Commissioner Chesson reported the time limit should be no more than 90 days as the first 60 days is the most critical. The Town Attorney reported a temporary easement will need to be signed and wants Board authorization to develop a temporary easement. *Commissioner Chesson made a motion to authorize the Town Attorney to develop a temporary easement for no more than 90 days to allow a temporary easement for the Patriot House, subsequent to the signed approval of the Fire Chief. Commissioner Knox seconded the motion, passed unanimously.*

#### **Discussion of Debris Pickup**

The Town Administrator reported Commissioner Chesson had requested the Board to review the ordinance regarding yard debris pickup for churches. He reported Commissioners Moore and Coffield had requested staff to pick up debris at two locations and wanted to review the residential pickup also. The current interpretation of the policy is to pick up average pickup for yard maintenance.

Commissioner Chesson clarified he wanted to consider the grass trimming and small limb pickup from churches that do not pay for yard maintenance which is hard to distinguish. The Public Works Director reported some churches are non-profit and some are for profit which makes it difficult to determine which are churches and which are commercial. The department has been agreeable to assist with annual church cleanups for one-time pickups. By not doing churches officially ties the department's hands as currently staff has some latitude. Commissioner Chesson questioned the Public Works recommendation as they are the enforcer. The Public Works Director reported he appreciates the old policy of not doing churches but allowing them the latitude. There are many commercial businesses that will not be happy if pickup is done for any for profit businesses. Commissioner Rodgers reported the Board must be careful how the policy is changed to help some and not others. He had mentioned last month about his church property and wanted to make sure it was not taken out of context. He wanted to be certain all were treated fairly and where the lines are drawn. *It was the Board consensus to continue with the current policy with no changes regarding debris pickup to give the department the latitude to be discretionary.*

The Town Administrator reported the second portion of this discussion is when someone purchases a house for the purpose of rental property, it is commercial property and the Town should not offset their cost of doing business. The Mayor reported the property would be residential as it is zoned as residential. The Town Administrator reported no one lives in the house and the owner does not plan to move into the home. Commissioner Chesson reported regardless of how it is zoned, the tree branches cannot be no more than 4 inches in diameter and 8 feet in length per ordinance. The Town Attorney reported the ordinance also states the department will provide curbside pickup of not more than one standard dump truck load per week of residential rubbish. The Public Works Director reported the Town extended yard debris service to residents for normal yard maintenance. If the Town intention was to remove all debris, the Town would not have limited equipment and staffing. When the reconstruction at Pearl and Railroad Street was presented, there were 5 to 6 dump truck loads of debris placed on the side of the road and neighboring properties.

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Staff informed the crew that the town will not pick up the debris. The Public Works Director reported the staff did pick up one dump truck load prior to the notification as it is against current policy. Commissioner Moore reported he would inform the property owner to make them aware the debris will not be picked up by the Town.

**Administrative Updates**

The Town Administrator reported a street light survey has been developed and approved by Gary Sproat with Dominion Power. Mr. Sproat had informed the Town Administrator Dominion would not continue with the project unless the property owners would agree to sign easements to install the street lights in the Annexation Area "A." The survey will be sent to the all of the affected property owners in the area within the next week. The next step will depend on the resident's response.

The Magnuson Hotel was given until tomorrow to mow the property. Some of the property has been mowed. If the rest is not finished by Monday per the Code Enforcement process, someone will be sent to mow the remainder.

The Town Administrator reported the August meeting will need to be rescheduled to the first Tuesday as the Telecenter is not available the first Monday of the month. The Mayor reported the Assembly Hall at Town Hall should be large enough to maintain social distance. The Town Clerk reported another issue is the technology at the Telecenter allows for a better seating arrangement. *It was moved by Commissioner Chesson, seconded by Commissioner Coffield, and unanimously passed to change the regular meeting from Monday August 3, 2020 to Tuesday August 4, 2020 for COVID reasons and the use of video.*

**CLOSED SESSION**

It was moved by Commissioner Chesson, seconded by Commissioner Coffield and passed to go out of regular session into closed session to address Attorney-client per N.C.G.S. 143-318-11 (a)(3) and Personnel matters per N.C.G.S. 143-318.11(a)(6).

It was moved by Commissioner Chesson to go out of closed session and into regular session. The motion was seconded by Commissioner Moore and passed.

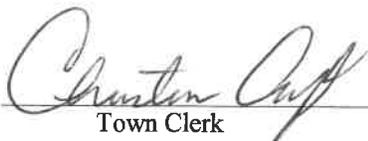
**Consideration of Library Air Conditioning Repair**

*It was moved by Commissioner Chesson, seconded by Commissioner Knox, and unanimously passed to accept the bid from Bowen and Heating and Air to perform the air conditioning replacement at the Martin Memorial Library .*

There being no further business, the Mayor declared the meeting adjourned at 9:19 p.m.

Submitted By:

Approved By:

  
Town Clerk

  
Mayor