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TOWN OF LAUDERDALE-BY-THE-SEA

TOWN COMMISSION

ROUNDTABLE

MINUTES

Jarvis Hall

4505 Ocean Drive
Monday, September 20, 2010
5:00 P.M.

1. CALL TO ORDER, MAYOR ROSEANN MINNET

Mayor Roseann Minnet called the meeting to order at 5:00 p.m. Vice Mayor Stuart Dodd, Commissioner Birute Ann Clottey, Commissioner Scot Sasser, and Commissioner Chris Vincent were present. Also present were Town Attorney Susan L. Trevarthen, Interim Town Manager Connie Hoffmann, and Town Clerk June White.

Mayor Minnet added under Other Town Business - Update on the Town Manager Contract. Commissioner Sasser added under Other Town Business - Event Inventory. The Commission agreed to the additions.

2. DISCUSSION ITEMS:

a. Resolution Opposing the approval of Oil Drilling in Florida's Waters (Mayor Roseann Minnet)

Mayor Minnet explained that this item could be moved to the next Roundtable meeting due to time constraints. Commissioner Sasser explained that he had a problem with several of the clauses in the resolution. There was Commission consensus to place this item on the next Roundtable meeting agenda.

b. A1A Landscape Project Status Report (Interim Assistant Town Manager Bud Bentley)

Interim Assistant Town Manager Bentley reviewed 1 of 3 sets of plans. He explained that Plan A consisted mostly of the Village of Sea Ranch Lakes. He said that the residential areas were depicted in green and the commercial center was depicted in pink. Interim Town Manager Bentley explained that one of the questions before the Commission was whether to construct anything within that section of the A1A right-of-way. He said that the staff recommended excluding the residential portion from the project, which was also the desire of the Village of Sea Ranch Lakes. Interim Town Manager Bentley explained that staff also recommended including the commercial center and the opposite side of the intersection in the project.

Mayor Minnet questioned whether Plan B reflected the project without the changes to the Village of Sea Ranch Lakes. Interim Assistant Town Manager Bentley said the designer was not asked to do that as it would incur additional costs.

Commissioner Vincent questioned whether the work done around the Village of Sea Ranch Lakes would conform to what was already there. Interim Assistant Town Manager Bentley explained that the Village of Sea Ranch Lakes preferred that the areas did not look the same so the area did not look like it was located within the Town. He pointed out that there would not be a consistent look in that area unless all of the landscaping was replaced with consistent landscaping.

Commissioner Sasser asked how much the Town saved by not doing the residential section of the Village of Sea Ranch Lakes. Interim Assistant Town Manager Bentley said the gross amount was $103,000 and the Town would pay 1/3 of that amount.

Vice Mayor Dodd explained that he did not want to use taxpayer dollars to enhance the Village of Sea Ranch Lakes. He only wanted to see money spent to enhance the Town.

Mayor Minnet questioned whether the Commission still wanted to complete the crosswalk in front of Sea Ranch Lakes. Interim Assistant Town Manager Bentley explained that he did provide the Village of Sea Ranch Lakes with the cost to complete the crosswalk. He pointed out that the crosswalk was within the Village of Sea Ranch Lakes and they would pay the entire cost, apart from any grant funds, if they chose to redo that crosswalk. Interim Town Manager Hoffmann requested clarification of who was responsible to maintain the improvements in front of the Village of Sea Ranch Lakes. Interim Assistant Town Manager Bentley explained that the Town made itself legally responsible to maintain all of the project improvements. He pointed out that the landscaping in front of the Sea Ranch Lakes shopping center and the Sea Ranch Lakes Condo would continue to be maintained by the property owner. Interim Assistant Town Manager Bentley questioned whether the Commission wished to have the property owners along the right-of-way enter into agreements to continue the maintenance of the areas in front of their properties.

Commissioner Clottey said that the area was well maintained and inquired of what the Town was doing to that area to enhance it. Interim Assistant Town Manager Bentley said there would be a tree canopy added to that area.

Commissioner Vincent requested clarification that the Village of Sea Ranch Lakes would continue to maintain the landscaping in front of the shopping center and any new landscaping added by the project. Interim Assistant Town Manager Bentley said the Town would ask them to do so. He questioned whether the Town should enter into an agreement with the Village of Sea Ranch Lakes to maintain the hardscape, since the area was not located within the Town.

Mayor Minnet reviewed staff recommendations. There was Commission consensus to remove the residential section from the project, and to include the west side of A1A

along the Sea Ranch Lakes shopping center into the project. Mayor Minnet added that there needed to be an agreement with the owner of that property to ensure that the owner would continue to maintain the added landscape. Interim Town Manager Hoffmann recommended proceeding with the project if an agreement could not be reached in time.

Mayor Minnet explained that staff recommended proceeding with the portion of the project along A1A between Sunset Lane and Terra Mar Drive and all of the Terra Mar Drive intersection improvements. Interim Assistant Town Manager Bentley explained that there would not be a change in the budget and that staff would coordinate with the City of Pompano Beach for the portion within their city limits. Commissioner Vincent questioned whether the Town would need to have an agreement in place with the City of Pompano Beach for the work to be completed. Interim Assistant Town Manager Bentley said he would check with the Town Attorney and the City of Pompano Beach as to whether one was necessary. There was Commission consensus to move forward with that portion of the project.

Vice Mayor Dodd explained that he would rather the City of Pompano Beach tax payers have that portion of the project cost rather than the Towns' taxpayers. Interim Assistant Town Manager Bentley said he was not aware of any enhancements that the City of Pompano Beach planned to do, however he would contact them for further information.

Commissioner Clottey felt that the Town owed it to Terra Mar to enhance their entrance as well. Mayor Minnet reiterated that there would be no change in the budget. Interim Assistant Town Manager Bentley reminded everyone that there was a public meeting at 6:00 p.m. the following evening to address any questions or concerns regarding the A1A project. He added that a Master Plan Steering Committee meeting would follow regarding the same topic.

Mayor Minnet urged residents to attend both meetings to ask questions and voice their concerns. There was no further discussion.

c. Draft of FY2010/2011 CIP (Interim Assistant Town Manager Bud Bentley)

Interim Assistant Town Manager Bentley explained that the first step of the budget development process was a projected budget for this year. He said that staff did this to find out how much money was left in the capital budget from this year that could be rolled over to the next year. Interim Assistant Town Manager Bentley asked the Commission to focus on the revisions to the proposed budget.

Commissioner Sasser questioned the difference between the appropriated amounts on line 82. Interim Assistant Town Manager Bentley explained that $117,000 was the amount expended to date, plus the amount of funds proposed to be expended next year that totaled $8,000. He pointed out that the project was placed on hold and that the amount of $8,000 was increased to $25,000 due to recommendations from the Commission and the MPSC (Master Plan Steering Committee).

Interim Town Manager Hoffmann explained that the Town spent $117,000 in the current year on the EL Mar Drive project, but did not appropriate any money from the El Mar Drive reserve to cover that amount. She said that the funds were spent from the General Fund and should have been spent from the reserve. Commissioner Vincent inquired whether the money was comingled with other General funds. Interim Town Manager Hoffmann explained that the funds were currently comingled in the Capital Projects Undesignated Fund Balance.

Commissioner Sasser inquired as to whether any construction would begin on El Mar Drive before 2013. Interim Assistant Town Manager Bentley confirmed. Commissioner Sasser questioned what would take place in 2012 and explained that he wanted to see a plan in place first. Interim Assistant Town Manager Bentley explained that the date could be moved up, and it depended on the time it took for the Commission to decide on what they wanted.

Mayor Minnet reminded the Commission that line 42 was included for an update to the Master Plan. Commissioner Clottey pointed out that the El Mar Drive reserve was restricted funds that could only be used on that project.

Interim Town Manager Hoffmann brought line 115 to the Commission's attention and explained that the amount reflected what was going on with the fund balance in the Capital Projects Fund. She explained that as of the end of last year there was a balance of $1.8 million in the undesignated reserve, $1 million being the money set aside for the El Mar Drive project. She added that the Town scheduled a substantial transfer from the General Fund to the Capital Fund; a lot of the money would not be spent, and would be placed in the undesignated balance, bringing the total to over $3 million. Interim Town Manager Hoffmann said that the Town would begin to draw down on those funds over a five year period.

Interim Assistant Town Manager Bentley continued to review each line item, and explained that the storm assessment fee (set to begin in 2012) would generate approximately $300,000 for annually stormwater drainage projects. He added that the amount for the A1A Streetscape project changed because the Town no longer projected a $58,000 payment for the design aspect of the project in this fiscal year.

Interim Assistant Town Manager Bentley reviewed the amounts budgeted for capital improvements over the next several years. He pointed out that some of the amounts would be determined by whether there was enough money collected from the stormwater assessment fees to pay for the projects.

He explained that the amount for traffic calming was reduced to $15,000 and projected to be carried out over two to three years.

Interim Assistant Town Manager Bentley said that under line 106, there would be funds available in years two through six for capital projects, which would be identified by the MPSC and prioritized by the Commission.

Commissioner Clottey explained that the Town could take the $30,000 saved on the A1A Project from the Capital Fund and put it towards the millage rate. Interim Town Manager Hoffmann explained that the Commission had that option; however staff was able to get the millage down to 3.9990 without resorting to that option.

Interim Assistant Town Manager Bentley reviewed the recommended stormwater drainage projects.

Commissioner Sasser questioned what was included in the $25,000 recommended for parking system improvements. Interim Assistant Town Manager Bentley explained that the amount was decreased by half from the original proposal and put aside for future projects such as the Wings parking lot; not for a specific project costing the full amount.

Interim Assistant Town Manager Bentley explained that the stormwater report prioritized the stormwater projects that Chen & Associates and Town staff believed to be the most important for the Town to accomplish. He said that those projects could also be tracked within the Capital Project Fund to determine the proposed date for each project to begin.

Mayor Minnet questioned whether this report was only in reference to stormwater projects. Interim Town Manager Hoffmann explained that it also included the repaving of Town streets and any other issues we knew of located in that area.

Vice Mayor Dodd inquired as to whether a new drain was proposed along the south side of Commercial Boulevard. Engineer Barton explained that the proposed type of drainage would alleviate some of the water that flowed down towards the pavilion. He added that the proposed drainage could change with further analysis. Engineer Barton said that for budgeting purposes, the deep well incorporated as a worst case scenario. Vice Mayor Dodd said that he would like to see this referred to the MPSC or the P&Z to look at widening the sidewalks. Interim Assistant Town Manager Bentley questioned whether the same would apply for the sidewalk along the north side of Commercial Boulevard. Vice Mayor Dodd said yes.

Commissioner Clottey suggested looking at the median in front of Aruba and the Pier parking lot to determine whether it could be shortened to make that area more pedestrian friendly. Interim Assistant Town Manager Bentley asked whether the sidewalk in front of the Pavilion would be widened along with shorting the median. Commissioner Clottey said yes.

Interim Assistant Town Manager Bentley asked Engineer Barton whether this system would be a French drain or an injection well. Engineer Barton explained that he preferred to put in a French drain because tying into a larger system would alleviate

more of the water flowing towards the pavilion. He said that if it was necessary, an injection well was budgeted.

Interim Town Manager Hoffmann suggested that they may be moving too fast on this specific project because there was additional information needed about the design of Commercial Boulevard. She asked for direction from the Commission on whether they would prefer to design this project towards the end of next year after the Master Plan updating process. Interim Town Manager Hoffmann pointed out that the design process was complicated on this project so money was needed in next year's budget to start the design process. Mayor Minnet affirmed that there needed to be a plan in place.

Interim Assistant Town Manager Bentley explained that the Tennis Court lighting report did not have backup material and would be given orally.

Kathie Margoles, Consultant for the project, explained that she reviewed the report submitted by Engineer Barton and felt that the estimate was lower than it should have been. She said that she checked with Musco Lighting, which uses a green technology that carried a 25 year guarantee. She pointed out that the company also paid for the maintenance and relighting over that 25 year period. Ms. Margoles explained that the product price was significantly higher than those companies checked by staff. She said the estimate provided by Engineer Barton was $30,000 and the estimate she received from Musco Lighting was about $60,000. She pointed out that the difference was the quality of the product, and the length of the time the product would last.

Commissioner Clottey said she was concerned that the lights from the court would disturb the surrounding neighbors. She questioned whether the height of the poles would make a difference. Ms. Margoles explained that the height of the pole did not make a difference in terms of the glare; the type of lighting and the aim of the lighting did.

Interim Town Manager Hoffmann questioned whether the estimate from Musco Lighting included the electrical work. Ms. Margoles said it did. Interim Town Manager Hoffmann clarified that the Musco Lighting estimate was $80,000 and the estimate submitted by Engineer Barton was $60,000.

Mayor Minnet inquired of the number of people that used the Tennis Court and how many keys were sold. Commissioner Vincent questioned whether there was any budget criteria that limited the usage of the court; for example, could tournaments be held on the court? Interim Town Manager Hoffmann stated that the bottom line was that the project was very expensive. Vice Mayor Dodd suggested and the Commission agreed to pass the item back to staff for a recommendation.

Interim Town Manager Hoffman addressed the Neighborhood Capital Improvement Program and said she received a request from Terra Mar for the Town to pay for the installation of a neighborhood entryway. She suggested that if more requests like this one came in, then maybe it was time to look at creating a policy on how to handle the

requests. Interim Town Manager Hoffmann pointed out that money was budgeted for the next five years for neighborhood improvements. She added that direction was still needed on whether to leave that money in the budget and have staff bring back specific recommendations. Commissioner Sasser inquired as to whether grants could help cover the costs of these types of improvements. Mayor Minnet said she was in full support of neighborhood improvements, and stated that they needed to be incorporated into the Master Plan. Vice Mayor Dodd was concerned with the proposed engineering cost compared to the proposed construction cost for the Terra Mar entryway project.

Commissioner Clottey and Commissioner Sasser agreed that the overhead costs were high. Commissioner Clottey wanted to make sure that the Town did not take down any entryways in the future unless there was a process in place.

Interim Town Manager Hoffmann explained that the estimate for engineering services was high due to the possibility that there may be utility lines located where the entryway sign would be placed.

There was Commission consensus to look further into neighborhood improvement projects.

d. Proposed revision to FY2010/2011 Town Budget (Acting Finance Director Doug Haag)

Acting Finance Director Doug Haag explained that the report reflected the changes requested by the Commission to bring the millage rate down to 3.9990. Interim Town Manager Hoffmann explained that staff reached the millage rate of 3.9990 with the changes made to the revenues and expenditures that were outlined in the report.

Commissioner Sasser and Commissioner Clottey thanked staff for their efforts on the budget. Commissioner Sasser questioned whether the water utility tax increase of $43,227 included the increase from the City of Pompano Beach. Interim Town Manager Hoffmann explained that the amount reflected the money that the City of Ft. Lauderdale remitted for the sale of water in Town. Acting Finance Director Haag explained that the reason for the increase was due to the City of Ft. Lauderdale's recent change in their utility billing system.

Interim Town Manager Hoffmann explained that staff was also waiting for information regarding the garbage franchise fee, which was to be heavily impacted by the new tipping fee. She said that she needed to find out when that was set to occur and then calculate the impact to the budget. Interim Town Manager Hoffmann hoped to have that information by the end of the week prior to the adoption of the final budget.

Commissioner Sasser questioned whether there would be a savings if the Town utilized the proper billing and charged the residents the actual amount, and whether that amount was already in this budget. Interim Town Manager Hoffmann explained that there was a projected sewer bill increase in the budget. Commissioner Sasser said he

was under the impression that there was no increase in place to cover the amount the Town paid. He requested the increase amount needed to have each resident pay the same amount so that the Town no longer needed to pay anything. Interim Town Manager Hoffmann explained that staff was currently drafting an RFP to bring in a rate consultant to help figure out how to phase in the rate increases and negotiate with the City of Pompano Beach. She pointed out that there was money budgeted next year to determine the condition of the current sewer system.

Commissioner Sasser explained that the Town was putting forth money because the residents were not being billed the proper amount. He said that it was an issue that needed to be addressed so that the Town would no longer need to pay the amount being paid now.

Mayor Minnet had the understanding that there would be an initial rate increase that might not cover the full amount necessary, but would allow the increase to occur in phases as to avoid surprising the residents. Commissioner Sasser wanted to handle the situation quickly as it impacted the budget. Commissioner Clottey pointed out that there were people in Town who were paying the full amount through direct billing and were not happy that their tax dollars were being used to subsidize other residents. Vice Mayor Dodd explained that the sewers in the north end of Town were maintained by the City of Pompano Beach while the sewers in the south end of Town were maintained by the Town. Mayor Minnet explained that there were too many unknown factors and she inquired whether the Town Manager still felt comfortable operating under a 3.9990 millage rate. Interim Town Manager Hoffmann explained that tax dollars were not being used to pay anyone's sewer bill; the sewer rates paid the sewer bills. She said that she would come back to the Commission in October with options for raising the sewer rates.

Mayor Minnet explained that the budget was now where it needed to be. There was no further discussion.

e. Parking Issues (Interim Assistant Town Manager Bud Bentley)

i) Municipal Park Parking and the McNab Elementary School Bus Stop (Mayor Minnet)

Mayor Minnet explained that she brought this forward because of some concerns regarding parking permits for the residential and beach area along with the resident only spaces behind Town Hall. She said that staff was aware of the problems and were very cooperative.

Interim Assistant Town Manager Bentley explained that people waiting at the bus stop with their vehicles were not considered an issue and were considered stopped, not parked. He explained that they were not ticketed and that policy would continue.

Interim Assistant Town Manager Bentley said that surveys were conducted at different times regarding the resident permit only spaces, and staff considered those spaces significantly underutilized. He explained that staff suggested that when the multi space meters were placed in the A1A parking lot; replace the resident permit only spaces on the east side of the park with the individual meters taken from the A1A parking lot.

ii) Parking Policy Issues

Mayor Minnet said she was happy with the way staff handled the situation and that this need to be incorporated into the parking RFP when drafted.

Vice Mayor Dodd was not happy with the price of the beach and resident parking permit fees. He felt that they should be $50 each. Mayor Minnet also suggested combining the permits so that all of the spaces became resident parking spaces. She said she was also in favor of raising the rates and prorating the price throughout the year. Commissioner Vincent was in favor of raising the fee to $50.

Interim Assistant Town Manager Bentley explained that there would be a resolution on the next agenda regarding the fees. Interim Town Manager Hoffmann suggested offering a six month permit for $30.

Commissioner Sasser was in favor of a price increase, and suggested offering a senior discount on the permit. He was also in favor of adding the sales tax to the permit price. He requested that staff look at whether the parking studies done in the past could be utilized before doing an RFP.

Commissioner Clottey was surprised with how low the cost of a parking permit was in comparison to other cities. She said the prices were raised, and then the residents voiced their dissatisfaction with the increase. Commissioner Clottey inquired of the type of senior discount suggested by Commissioner Sasser. Commissioner Sasser said the permit could be $35 or $40 for senior citizens. Mayor Minnet said it was important to look at what other cities were doing. She requested that each Commissioner contact staff and give them their input before the next meeting.

iii) Draft Parking RFP

Mayor Minnet explained that there was a study conducted by Walter Keller in 2005 and it needed to be updated. Interim Assistant Town Manager Bentley said that Mr. Keller completed 3 parking studies for the Town and staff looked to have him update the 2005 study with the exception of the occupancy component because of the cost associated. He explained that the Town needed to know the number of spaces in Town and where they are located.

Interim Town Manager Hoffmann clarified that Mr. Keller was being asked to update the information in his parking studies to attach to the RFP and not conduct the new parking study.

Mayor Minnet requested staff notify the Commission of the amount being paid to Mr. Keller to update those parking studies. There was no further discussion.

f. Traffic Calming Imperial Lane (Interim Assistant Town Manager Bud Bentley)

Interim Assistant Town Manager Bentley stated that the Commission asked Town staff to look at this item back in April. He explained that the traffic engineer recommended traffic calming techniques prior to proceeding to the next step of a "choker". Interim Assistant Town Manager Bentley said that if the Commission concurred with the recommendations, Town staff would meet with the neighborhood residents, explain their position and begin moving quickly.

Vice Mayor Dodd stated that people exceeded the speed limit to make the green light. He believed it would be quicker if the light turned traffic south down A1A, and made a "U" turn at Flamingo. Vice Mayor Dodd said that any help from Broward County to reduce the traffic would be greatly appreciated by the residents. He pointed out that there were only three (3) dead end roads located within the Town, and a "choker" would create the proper precedence needed.

Interim Assistant Town Manager Bentley explained that discussion regarding "chokers" no longer fell under traffic calming, and was more in reference to neighborhood improvements. Mayor Minnet and Vice Mayor Dodd agreed. Vice Mayor Dodd said he would abstain from voting on this item when it came before the Commission due to the fact that he resided on that street. Commissioner Sasser requested that Vice Mayor Dodd discuss his decision with the Town Attorney to abstain from the vote, because he did not agree with the decision.

Commissioner Sasser questioned whether the recommendation would actually solve the problem, and maybe security gates could come into play. He requested that staff inform him of the amount paid to Chen & Associates and Kittelson & Associates for their work done on this item. Interim Town Manager Hoffmann explained that staff came to the conclusion that traffic engineers were necessary to assist with traffic calming issues. Interim Assistant Town Manager Bentley said that Kittelson & Associates cost the Town $1,000.

g. Professional Services Contract with Armilio Bien-Aime (Interim Town Manager Connie Hoffmann)

Interim Town Manager Hoffmann stated that she could not increase the amount of the contract administratively and requested Commission direction. Vice Mayor Dodd and Commissioner Vincent supported the increase. Mayor Minnet questioned whether Mr. Bien-Aime no longer paid for advertising in the Town Topics. Interim Town Manager Hoffmann said he stopped paying for advertising in February. Commissioner Clottey believed that since Mr. Bien-Aime no longer paid for advertising, then in effect, he was getting an increase. Interim Town Manager Hoffmann stated that last year's

advertising cost approximately $2,131. Commissioner Sasser was in favor of the increase and believed the program should be advertised in the Town Topics. Mayor Minnet stated that the Senior Center Activity Calendar was in the Town Topics and Mr. Bien-Aime no longer paid for it.

Public Information Officer Steve d'Oliveira explained that Town Topics would be delivered to family homes in the same manner that newspaper delivery was done; on the lawns in a plastic bag. He added that the Town Topics would also be delivered to the condominiums and Publix at a low rate, cutting the cost of the delivery of the Town Topics in half.

Vice Mayor Dodd asked whether people had the capability to log onto the web site to request information. Public Information Officer d'Oliveira explained that once the web site was updated a program would be available to collect emails for email blasts. Mayor Minnet requested that the Commission be updated as to when that program would be available.

3. OTHER TOWN BUSINESS:

a. Update on Town Manager Contract (Mayor Minnet)

Mayor Minnet stated she had negotiations with the Town Manager and the Town Attorney and the item would be on the Commission agenda scheduled for September 27, 2010.

b. Appointing someone responsible for all events (Commissioner Sasser)

Commissioner Sasser believed it would be in the best interest of the Town if someone from Town Staff was responsible for these events. He asked whether the Commission wanted an inquiry into the missing Halloween decorations. Vice Mayor Dodd believed BSO should do the inquiry. Commissioner Vincent wanted to include the Easter decorations in that inquiry if the Commission so desired. Commissioner Sasser said the intention was for "event" inventory and it would include more than just Halloween decorations. Mayor Minnet agreed that they should get to the bottom of it and it would be appropriate for BSO to do the inquiry. Commissioner Clottey believed that the Town's policy should be looked at and she stated that she had no problem with BSO doing the inquiry. Interim Town Manager Hoffmann stated that Chief Llerena said that BSO would be ready to do the inquiry should the Commission want them to. The consensus of the Commission was to have BSO conduct the inquiry.

Interim Assistant Town Manager Bentley said that the Town budgeted for laptops but only ordered one as he preferred that each of the Commissioners, try the laptop and see whether it fit their needs.

Interim Assistant Town Manager Bentley questioned the need for a permit for the Halloween Event since some activities were to be held outdoors. He said he would not

bring a Special Event Application forward unless the Commission desired him to do so. Mayor Minnet did not believe a permit was necessary and instead, she suggested an event protocol list for the three (3) Town events, 4th of July, Easter and Halloween. Commissioner Sasser believed there should be someone from Town staff to be responsible for the events to uphold the process and procedures. Mayor Minnet suggested the process and procedures for Town sponsored events be placed on the Roundtable for discussion. She added that she wanted to place an RFP for the 4th of July fireworks on the next agenda. Interim Town Manager Hoffmann stated that they first needed a 4th of July Committee and suggested they talk about that at Roundtable. Mayor Minnet suggested it be placed on the next agenda for selection of Committee Chairpersons.

4. ADJOURNMENT

Vice Mayor Dodd made a motion to adjourn. With no further business before the Commission, Mayor Minnet adjourned the meeting at 6:55 p.m.

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Mayor Roseann Minnet

ATTEST:

_____ _____
Town Clerk, June White Date

DRAFT