

TOWN OF CLAYTON
Town Board of Supervisors
Meeting Minutes

7:00 P.M. – 9:29 P.M. on Wednesday, July 6, 2011

Town Office Meeting Room, 8358 County Road T, Larsen, WI 54947

- I. Call to Order:
- A. Pledge of Allegiance, Notice Verification, Roll
1. Town Board Chair Luebke called the meeting to order at 7:00 P.M.
 2. Pledge of Allegiance recited.
 3. Meeting properly posted.
 4. Roll
 - a. Board of Supervisors

Chair Luebke	PRESENT
Supervisor Lettau	PRESENT
Supervisor Grundman Erdmann	PRESENT
Supervisor Schmidt	PRESENT
Supervisor Geise	PRESENT
 - b. Staff

Administrator Johnston	PRESENT
Clerk Nester-Huebner	PRESENT
Public Works Foreman Pamentner	PRESENT
Town Engineer Madsen	PRESENT
- II. Public Hearing:
- A. No Public Hearings
- III. Approval of Minutes:
- A. Regular Town Board Meeting – June 15th, 2011
- MOTION:** (Unanimous consent) Approve the Regular Town Board Meeting minutes of June 15th, 2011, as written.
- CARRIED.
- IV. Open Forum – Non-Agendized Town-related Matters:
- Please complete the “Request to Speak at Meeting” form located on the agenda/sign-in table and submit to the Town Clerk. Non-Agendized Town-Related Matters: Pursuant to Wis. Stats. 19.32(2) and 19.84(2), the public may present matters; however, limited discussion may occur but no action may be taken until specific notice of the subject matter of the proposed action can be given.
- A. No open forum items
- V. Correspondence:
- A. Winnebago County Zoning Department – Department moving on Tuesday, July 12th, 2011

VI. Discussion Items (No action will be taken.):

- A. County Supervisor Report
 - 1. County Supervisor Joanne Sievert present, no report
- B. Winnebago County Sheriff's Department – Public Concerns and Issues
 - 1. No deputy present; storage units broken into where they broke the padlocks
- C. Clayton-Winchester Fire Department
 - 1. No CWFD member present
 - 2. Topics: 48 calls year-to-date
- D. Administration Comments
 - 1. Administrator: Airport Overlay Ad Hoc Committee has finished its work and made a recommendation to the Board; the Town Board will receive copies of the information
 - 2. Clerk: Clerk verified with the WI Department of Revenue regarding the issue with an establishment being open to serve food only without a licensed operator – a licensed premises is required to have a licensed operator present at all times; Clerk will be attending the Clerk's Institute from July 10th-16th
 - 3. Engineer: Chipseal bids opened last week; Larsen Road Project – Peters Construction is working to restore the ditches and the trail, proof rolled over the soft spots, met with Town of Neenah regarding water flow issues; asphalt curb and gutter down in the four subdivisions, currently working in Highpoint Estates with pavement to be started next week, the extra gravel is already installed
 - 4. Chair Luebke: Correspondence from Rex and Kathy Okerberg, 3550 Golden Harvest Drive regarding their satisfaction with the new fire numbers

VII. Licenses and Permits:

A. Discussion/Action – Consideration and approval of Operator Licenses:

- 1. Renewal – Brian M. Wilcox (Not present)
- 2. Renewal – Nicole A. Halambeck (Not Present)
- 3. Renewal – Michelle Y. Stafford (Not Present)

MOTION: (Unanimous consent) Approve the Operator Licenses for Brian M. Wilcox, Nicole A. Halambeck, Michelle Y. Stafford.
CARRIED.

- 4. Renewal – Madalyn D. Crum (Not present)

MOTION: (Grundman Erdmann, Lettau) Deny the Operator License for Madalyn D. Crum.

FAILED by a 2-3 voice vote. (Geise = no, Schmidt = no, Luebke = no)

MOTION: (Geise, Schmidt) Approve the Operator License for Madalyn D. Crum.

CARRIED by 3-2 voice vote. (Grundman Erdmann = no, Lettau = no)

- 5. New – Paul R. LeClair (Not Present)
- 6. New – Ashley R. Bordeaux (Not Present)
- 7. New – Joel B. Stensberg (Not Present)
- 8. New – Gary L. Hoehne (Not Present)
- 9. New – Jessica L. Coenen (Present)
- 10. New – Paula M. Ascher (Not Present))
- 11. New – Kurt L. Thiel (Not Present)

12. New – Candace M. Bradley (Not Present)

13. New – Tabbetha A. Sampson (Not Present)

MOTION: (Unanimous consent) Approve the Operator Licenses for Paul R. LeClair, Ashley R. Bordeaux, Joel B. Stensberg, Gary L. Hoehne, Jessica L. Coenen, Paula M. Ascher, Kurt L. Thiel, Candace M. Bradley, and Tabbetha A. Sampson.

CARRIED.

VIII. Zoning – Town Board receipt, review, and consideration of Plan Commission Referrals:

A. No Items

IX. Business:

A. Discussion/Action: Second reading of Resolution 2011-010: A Resolution Approving Amendments to the Town’s Minimum Road Design Standards Policy.

1. The Town Board received a copy of Resolution 2011-010: A Resolution Approving Amendments to the Town’s Minimum Road Design Standards Policy.
2. The Town Board received a copy of the revised Minimum Road Standards Policy document.
3. Both the Town Board and the Town’s Plan Commission have reviewed and recommended the new Minimum Road Standards Policy.
4. The Town’s Attorney has recommended some minor changes to the draft document, which are highlighted in red on the revised draft document. The changes are as follows:
 - a. Reducing the maximum grade allowable on a Town Road.
 - b. Adopting, by reference, the State and County Erosion Control Ordinances as adopted and periodically revised.
5. Following the second reading of the proposed Policy, the Board can make a motion to approve Resolution 2011-010 which would adopt the CY 2011 revisions to the Town’s Minimum Road Design Standards Policy following publication of the Resolution.
6. Chair Luebke asked if anyone in attendance wanted the Resolution read aloud, there was no response indicating anyone wanted the Resolution read aloud.

MOTION: (Lettau, Schmidt) Approve Resolution 2011-010: A Resolution Approving Amendments to the Town’s Minimum Road Design Standards Policy. CARRIED by unanimous voice vote.

B. Discussion/Action: Second reading of Resolution 2011-011: A Resolution Approving Revisions to the Town’s Ordinance Prohibiting Dogs from Running At Large.

1. The Town Board received a copy of Resolution 2011-011: A Resolution Approving Revisions to the Town’s Ordinance Prohibiting Dogs from Running At Large.

2. Staff has made the Board's adjustments to make the fees and fines uniform through the document.
3. The Town's Attorney has recommended several additional changes to the Draft Ordinance that include the following:
 - a. Raising the fines and forfeitures to the Statutory minimums.
 - b. Adopting the State Statute 174.02 "Owner's liability for damage caused by dog; penalties, court order to kill a dog".
4. Staff will make the Board's adjustments to the Ordinance relative to the fees and forfeitures, and has revised Subsection 10.11 of the draft Ordinance to adopt State Statute 174.02 as recommended by the Town's Attorney.
5. Following the second reading and approval of the Resolution staff will publish the document on the Town's web site and post it at the required locations.
6. Chair Luebke asked if anyone in attendance wanted the Resolution read aloud, there was no response indicating anyone wanted the Resolution read aloud.

MOTION: (Schmidt, Lettau) Approve Resolution 2011-011: A Resolution Approving Revisions to the Town's Ordinance Prohibiting Dogs from Running At Large.

CARRIED by unanimous voice vote.

- C. Discussion/Action: Town Board review and consideration of Resolution 2011-013: A Resolution Directing Town Staff to write off Personal Property Taxes and Accrued Interest Owed by Cedar Bay Construction, Inc., for CY 2009 and CY 2010.

1. The Town Board received copies of the material related to the above-referenced agenda item.
2. Attorney Bree Madison from the Town Attorney's Office has been working with the collections of the Town's delinquent Personal Property Taxes.
3. The Board asked staff to determine if Cedar Bay Construction, Inc., was a formally incorporated entity.
4. The Town Board received a copy of an e-mail from the Town Attorney's Office indicating that Cedar Bay Construction, Inc., is a fully-registered corporation with the State of Wisconsin.
5. Based on the Attorney's recommendation and the Administration's experience, it would benefit the Town to write off the delinquent taxes which are highlighted in yellow on the spreadsheet that the Town Board received a copy of.
6. If the Board agrees with the recommendation, a motion would be in order to approve Resolution 2011-013: A Resolution Directing Town Staff to write off Personal Property Taxes and Accrued Interest Owed by Cedar Bay Construction, Inc., for CY 2009 and CY 2010.

MOTION: (Geise, Schmidt) Approve Resolution 2011-013: A Resolution Directing Town Staff to write off Personal Property Taxes and Accrued Interest Owed by Cedar Bay Construction, Inc., for CY 2009 and CY 2010.

CARRIED by unanimous voice vote.

D. Discussion/Action: Town Board review and consideration of a request by James Salm to enclose the ditch in front of his house at 2814 Larsen Road in the Town of Clayton.

1. The Town Board received a copy of a request by James Salm to enclose the roadside ditch in front of his house at 2814 Larsen Road in the Town of Clayton.
2. Mr. Salm made the same request when the road project was under construction; however, he chose not to do the work because of the costs involved.
3. The following is a copy of the text of an e-mail from the Administration to the Town's Engineer:

“Jim Salm has made a request to enclose the roadside ditch in front of his house. I can see several advantages to the Town if he were allowed to do the work. These include the junction of the field tile with the Golf Course Drive culvert and the maintenance of the ditch in the area. However, the ditch enclosure must be done correctly. Would you please have a concept in mind for how the work should be done by the time we go to the Board meeting. It is my intent to ask the Board to authorize the enclosure based on the Town Engineer's standards. If the Board accepts my recommendation we will provide the contractor with the standards, he will do the work and Jim will pay for the project. Aaron, given the sensitivity with water in the area, please make certain the standards are sufficient.”
4. As indicated in the e-mail, the Administration sees several advantages to allowing Mr. Salm to enclose the ditch in front of his house.
5. However, the work must be done correctly in order to protect the Town's investment in Larsen Road and to conclusively be able to show that the enclosure has no impact on the rate of flow or quality of the stormwater in the area.
6. If the Board is comfortable with the enclosure of the roadside ditch, a motion would be in order to authorize Mr. Salm to enclose the roadside ditch in front of 2814 Larsen Road in the Town of Clayton.
7. The enclosure is authorized pursuant to the Town Engineer's design recommendations and construction supervision provided by Town staff.
8. Mr. Salm shall pay for all of the costs related to the construction of the ditch enclosure project.
9. Present: James Salm (2814 Larsen Road, Neenah, WI)

MOTION: (Geise, Schmidt) Authorize James Salm to enclose the ditch in front of his house at 2814 Larsen Road in the Town of Clayton following the engineer's recommendations.

CARRIED by unanimous voice vote.

E. Discussion/Action: Town Board review and consideration of a concept plan for the proposed Plat of the Clayton Cemetery, located at 7890 CTR “T” and known as Tax ID # 006-0711 and # 006-0719-02, in the Town of Clayton.

1. The Board plans to make a site visit to the Clayton Cemetery at 6:00 P.M. on Wednesday, July 6th, 2011.

2. The Town Board received a copy of the proposal for maintaining walkway access to the Clayton Cemetery as part of the Plat work that has been approved by the Board.
3. The Board has directed staff to prepare an alternative to abandoning the existing roads in Clayton Cemetery.
4. Staff has worked with the Town’s Engineer to arrive at the proposal that is being presented.
5. This option would maintain 6-foot wide paths on what were the original roads.
6. In addition to the paths, parking areas would be constructed on the access road.
7. As a point of clarification, the access road would be a one-way road with parking on the west side of the road.
8. The Administration continues to recommend that the access road and paths be constructed to the standard of a paved trail, as this would allow the Town the option of paving the road and the paths at some time in the future without the need to rebuild the paths or the access road.
9. If the Board is comfortable with the proposal, a motion would be in order to approve the concept plan and to direct staff to prepare the funding Resolution for the project.

MOTION: (Lettau) Proceed with the platting, leaving the complete circle drive with the north and south entrances, and the entrances between Sections 3 and 4, and Sections 4 and 7.

FAILED due to the lack of a second.

MOTION: (Geise, Schmidt) Based upon our visit to the cemetery, recommend we move forward with the cemetery platting process, with closing the roads between Sections 1 and 2, Sections 2 and 3, Sections 4 and 7, and moving the gate fixture back over to the space between Sections 2 and 3.

CARRIED by 4-1 voice vote. (Lettau = no)

F. Discussion/Action: Town Board review and consideration of a bid award for the Town’s CY 2011 Public Works chip sealing projects. The scheduled projects consist of the following roads:

- Oakwood Avenue from Larsen Road to Oakridge Road
- Center Road from bid award for the Town’s CY 2011 Public Works chip sealing projects. The scheduled projects consist of the following roads Larsen Road to Breezewood Lane

1. The Town Board received a copy of the Bid Tab for the project and the Town Engineer’s recommendation relative to the project award.
2. The Town received bids for all three segments of the project from Scott Construction and Fahrner Asphalt Sealers, LLC.
3. The low bid was from Scott Construction at \$77,975.63. The bid is more than the Town’s Budget Line item for Street Reconstruction at \$70,000.00.
4. In anticipation of the cost overrun, staff bid the project as three (3) separate segments so the Board would have the option of awarding the project based upon

the resources available. However, the Town has \$7,500.00 in a Line Painting budget line item that has not been spent as of July, 2011.

5. The Administration has reviewed the bid and the project with both the Town’s Engineer and the Public Works Foreman.
6. Based on that review, the Administration recommends the Town award the project to Scott Construction at \$77,975.63, with the funding coming from the CY 2011, Public Works, Road Reconstruction Budget, and the CY 2011 Public Works, Line Painting Budget.
7. The Board will also need to consider the recommendation from the contractor to increase the emulsion ration from the State Department of Transportation standards (Change Order No. 1).
8. The Town’s Engineer will be available to explain the benefits of the contractor’s recommendation.
9. The cost of the increase in emulsion would be \$1,251.25 per mile, for a total of \$3,753.74 for the three (3) miles of work.
10. If the Board wishes to follow the Contractor’s recommendation, the Administration recommends approval of Change Order No. 1, with a \$3,753.74 project overrun.
11. Commented on item: Bill Pluccker (representative for Scott Construction, Inc.)

MOTION: (Geise, Schmidt) Accept the bid for the chip sealing projects [Oakwood Avenue from Larsen Road to Oakridge Road, and Center Road from Larsen Road to Breezewood Lane] from Scott Construction for \$77,975.63.

CARRIED by unanimous voice vote.

MOTION: (Geise, Schmidt) Approve Change Order No. 1 for \$3,753.74 with Scott Construction for the increased emulsion.

CARRIED by unanimous voice vote.

G. Discussion/Recommendation: Town Board direction to staff relative to enclosing the storm water management ditch between 3452 Grand Meadows Crossing (Lot 14, Tax ID # 006-1660) and 3464 Grand Meadows Crossing (Lot 13, Tax ID # 006-1659) in the Plat of Hidden Park South.

1. The Town Board received copies of the stormwater management plan for the specific area of the Plat, an aerial photo of the area showing the property lines and the stormwater management ditch, and photographs of the area in question.
2. Staff has received several ongoing complaints relative to the drainage of the area in question (the properties on the north side of Grand Meadows Crossing and the Hidden Park Trail).
3. The complaints relate to storm water not making its way out the drainage ditch identified in the photographs.
4. Staff has reviewed the issue and concludes that the problem is the maintenance of the drainage course; if mowed and maintained correctly, the drainage course works; however, it works very slowly.
5. Based on the photographs, it is easy to see why the drainage course is not well-maintained.
6. Town staff is marginally able to mow the area with a large weed eater.

7. Most residents do not have such equipment and would not be likely be able to mow the area given the conditions.
8. Over the past few weeks, staff has logged approximately 16 employee hours mowing the ditch area.
9. In order to properly maintain the ditch, staff would need to spend the same amount of time mowing every two (2) or three (3) weeks during the mowing season.
10. Staff would like the Board's approval to investigate the option of enclosing the ditch with pipe and backfilling the area.
11. This would result in an enclosed system (with a minor swale that the residents could mow) that the Town could periodically flush in order to guarantee flow capacity.
12. The costs to the Town would include the following:
 - a. Approximately 400 feet of plastic pipe.
 - b. An inlet structure.
 - c. A connection to the road cross culvert.
 - d. Material to backfill the construction area.
 - e. Topsoil and seed for lawn restoration.
 - f. Approximately 16 employee hours of staff time to complete the project.
 - g. A schematic design for the project from the Town's Engineer.
13. The only materials that would need to be purchased would be the pipe, the inlet structure, and the culvert connector.
14. The Administration is aware of the potential costs of the project and believes that the long-term cost-reduction of the ditch maintenance would be well worth the short-term effort and expense.
15. Direction from the Board relative to the potential project would be greatly appreciated.
16. Board Direction: Bring numbers back to the Town Board.

No motion on this item.

H. Discussion/Recommendation: Town Board direction to relative ditching and storm water management work in the Plat of Oak Openings, the Plat of Oak Crest Manor, the Plat of Sunburst Estates, the Plat of Strawberry Fields and the Plat of Hidden Park South.

1. The Town Board received a copy of a spreadsheet identifying the estimated surplus funds available in the Town's CY 2011 Budget, Capital Construction Line Item.
2. The estimated surplus funding is \$106,335.92, provided that there are no cost overruns or additional Change Orders for the project.
3. The surplus funding occurred as a result of the discovery and collection of additional paving escrow funding from the Plats of Emerald Valley and the First Addition to Emerald Valley, the Paving Escrow Special Assessment of three (3) additional lots sold in the Plats of Emerald Valley and the First Addition to Emerald Valley.
4. The surplus funds are from the Town's annual \$250,000.00 budget for Road Capital Construction work.
5. The Administration is asking the Board for direction relative to using the funds for storm water management work in the following subdivisions:

- a. The Plat of Oak Openings
 - b. The Plat of Oak Crest Manor
 - c. The Plat of Sunburst Estates
 - d. The Plat of Hidden Park South
 - e. The Plat of Strawberry Fields
6. Staff has reviewed the storm water management problems in the Plat of Hidden Park South as an Agenda Item.
 7. The other storm water management problems have been reviewed over the past months.
 8. The Town Engineer has completed the engineering work for the Plat of Oak Openings and the Administration has received authorization to do the engineering work for the Plat of Sunburst Estates.
 9. The Administration is now asking the Board to confirm its previous actions and include the minimal engineering work for the rest of the proposed projects.
 10. This work will allow staff to make a presentation to the Board on completing the proposed storm water management work using the budgeted funds.
 11. Please be advised that the work proposed in the Plats of Oak Openings and Oak Crest Manor is the storm water management portion of the proposed road reconstruction that has been placed on hold pending a decision on the provision of municipal sanitary sewer and municipal water.
 12. Commented on item: Paul Kellberg (8033 Cavendish Rd., Neenah, WI)
 13. Board Direction: Bring numbers back to the Town Board.

No motion on this item.

- I. Discussion/Recommendation: Town Board direction to staff relative to the Special Assessment of the costs of the Rural Addressing Number Installation Project.
 1. The Administration is looking for direction on the Special Assessment process the Board would like to follow for the Rural Addressing Project.
 2. The Town Board received a copy of the State Statutes relative to “Special Assessments” to residents (State Statutes 66.0701) and “Special charges for current services and energy and water efficiency improvement loans” (State Statutes 66.0627).
 3. The Administration recommends creating a Special Assessment Ordinance and related Special Assessment Policy; however, there does not appear to be consensus at the Board level relative to the parameters of a Special Assessment Policy.
 4. In light of the absence of a Special Assessment Policy, the Administration has asked the Town’s Counsel to provide an opinion on the process for charging the Town’s residents for the Rural Addressing System numbers based on Wisconsin Statutes 66.0627.
 5. It is the Administration’s understanding that the most efficient way to clearly levy a fee under the Wisconsin Statutes 66.0627 would be by Resolution.
 6. The Town’s Counsel agrees with the Resolution process.
 7. In order to start the process, the Board would need to direct staff to draft a Resolution and post the appropriate notice.

8. Additionally, the Board should start working on a Special Assessment Ordinance so that it would be in place prior to needing to Special Assess any projects.
9. Town Administrator Recommendation: Hold a public hearing for the Special Assessment Resolution to provide residents the opportunity to present their input.
10. Board Direction: Hold the public hearing and prepare the draft Resolution.

No motion on this item.

J. Discussion/Recommendation: Town Board direction to staff relative to an Unemployment Insurance interest payment required by the State Department of Workforce Development.

1. The Town Board received a copy of a letter from the State Department of Workforce Development relative to interest charged on Unemployment Compensation Loans from the Federal Government.
2. It is not unusual for the State to borrow funds from the Federal Government to pay Unemployment Claims made by eligible State residents during a prolonged period of high unemployment.
3. The State capitalizes its Unemployment Compensation Fund at an expected actuarial rate of unemployment during a normal economic cycle.
4. When the economy takes a prolonged economic downturn, the State's Fund must borrow from the Federal Government or not make the Unemployment payments.
5. The Federal Government is charging the State interest on the borrowed funds and the State is passing those cost of that interest to the state's employers.
6. The Town's expected cost is approximately \$150.00.
7. Funding for the payment will come from the Town's CY 2011 Designated Reserve Budget Line Item.
8. The Town will need to make these payments for the next three (3) years; therefore, the Administration will be creating a line item in the Town's Budget to cover Unemployment Claims made by employees and the State.
9. Commented on item: Terry Klingenberger (3637 Larsen Road, Larsen, WI)

No motion on this item.

K. Discussion/Recommendation: Town Board review of the stormwater drainage system on Larsen Road between STH "76" and Clayton Avenue.

1. The Town Board received a copy of an e-mail exchange between the Town's Engineer and the Administration.
2. The Administration has been involved in many conversations relative to the storm water management design and construction on the project.
3. Comments on the storm water management on the project have come from Mr. Ernst, the County Land and Water Department, the Town of Neenah, and many residents in the area of the project.
4. The Administration would like to review these issues with the Board in order to clarify any questions the Board may have.
5. Fundamentally, the Administration believes that the project needs to be completed but it does work and does convey water in a timely and efficient manner.

6. Additionally, the Administration believes that most of the issues the Town has with the storm water management function of the project are caused by the volume of water, the steep slopes in the area, and the inability of the Contractor, and or the Town, to stabilize the flow-line of the ditches.
7. Town staff has designed solutions to these problems that are now being implemented.
8. The main solution is to place fabric and stone in the flow-line of the ditches east of Westridge Golf Course and the Plat of Breaker Ridge.

No motion on this item.

L. Discussion/Recommendation: Town Board direction to staff relative to Amending the Town Ordinance setting speed limits on certain specified Town Roads (Hickory Avenue from CTH "II" to Fairview Road).

1. The Town Board received a copy of a Petition from the residents of Hickory Avenue between CTH "II" and Fairview Road.
2. Hickory Avenue is a one-mile long section of Town road that extends CTH "T" from CTH "II" to Fairview Road.
3. The speed limit changes two (2) times in the one-mile length of the road.
4. The Petition requests that the Town Board reduce the posted speed limit on the identified section of Town Road from 45 and 35 miles per hour to a consistent 35 miles per hour.
5. Staff requests the Board's direction relative to Amending the Town Ordinance setting the Speed Limits on specified Town Roads.
6. An Amendment Resolution would require a Public Hearing and two (2) readings before it became effective.
7. Staff would prepare the required report and schedule the Public Hearing and the first reading at the Board's July 20th, 2011, meeting.
8. The second reading and final approval would be held at the Board's August 3rd, 2011, meeting.
9. Commented on item: Richard Muench (8707 Hickory Ave., Larsen, WI)

MOTION: (Grundman Erdmann) We set the speed limit so it's the same for the length of road to be 45 miles per hour.
FAILED for the lack of a second.

MOTION: (Geise, Lettau) Refer back to staff to investigate the legitimacy of lowering the speed limit to 35 mile per hour on Hickory Avenue.
CARRIED by unanimous voice vote.

X. Upcoming Meeting Attendance

- A. July 7th, 2011, 6:30 P.M. – Winnebago Towns Association Unit Meeting (Town of Menasha Municipal Complex) LINDA GRUNDMAN ERDMANN
- B. October 23rd, 2011, through October 26, 2011 – WTA Annual Convention (Green Bay, WI)

- XI. Board Member Requests for Future Agenda Items
A. No requests.
- XII. Approval of Disbursements
MOTION: (Luebke, Schmidt) Approve disbursement for the Treasurer's attendance at the Fall Conference.
CARRIED by unanimous voice vote.
- MOTION:** (Unanimous consent) Approve disbursements as presented.
CARRIED.
- XIII. Adjournment – 9:29 P.M.
MOTION: (Unanimous consent) Adjourn.
CARRIED.

Respectfully submitted,
Susan Nester-Huebner, Town Clerk