

# DRAFT

COUNTY OF GREENE  
TOWN OF NEW BALTIMORE  
WORK MEETING  
JANUARY 28, 2012 – page 1

## OPENING OF WORK MEETING

Supervisor called to order the Work Meeting at 7:05 pm, followed by Pledge of Allegiance. Also attending: Councilwomen Benway and Finke, Councilman Norris, Town Clerk Brooks and 6 members of the public who signed the attendance sheet. Absent: Councilmen Meredith and Highway Superintendent Jordan.

Supervisor asked that all present turn off their cell phones as static has been experienced with the digital recorders.

## MONTHLY REPORTS

County Legislator Van Slyke reports 5 new members to legislature (3 Democrats and 2 Republicans); Majority Leader Kevin Lewis, Minority Leader Van Slyke ; Kevin Lewis majority from Greenville, Keith Valentine appointed to Greene IDA Board (replacing retiring Willis Vermilyea), and appointed Jeff Flack to Greene County Planning Board with understanding it was done by town. Supervisor explained that is a March appointment; openings on Planning Board, Zoning Board of Appeals and Greene County Planning Board have been advertised, as it has been Board policy these last 3 years to advertise for opening positions. County budget settled, 1.4% increase for Town of New Baltimore; college chargebacks to be paid at rate of 40% town/ 60% county in 3<sup>rd</sup> year. However, there is a backlog of bills just in for fall; if not added to last years, it will be a 60% chargeback rate for those bills; not all bills/invoices are in for 2012. Town doesn't get chargeback assessed until September. Passed bills last week and one was at 60%, one at 40%; in a couple more years we'll be out of it. Legislator Van Slyke described current trend for counties to push it back to the towns. Supervisor asked if mainly due to 2% tax cap; yes, Albany County is hurting with nursing home business; Supervisor added, and the reason they are trying to sell them: Medicare is not reimbursing enough. Legislator Van Slyke reports a good start on things for economic development and tourism, very busy, TAC committee/business owners is meeting every other week, updating television commercials and making a difference particularly on mountaintop. Hunter will host new country western festival. Department of Motor Vehicles may be short due to renewal registrations; state is moving mandates and put more on counties, towns and taxpayers; Clerk Brooks reminded of Town Board's past practice of passing a resolution to the state to that effect. No reductions for speeding; Supervisor spoke to legal counsel at AOT with regard to tickets, to keep eye on legality and "plea down"; AOT opinion is coming soon. Legislator commented on new weapons law, no way. Councilman Norris said, if pleas are not granted, they will go to court and congest the courts; now they still come to see Assistant District Attorney.

Supervisor reports December meeting with village mayors and town supervisors but Catskill. She appreciated Greene County Administrator Shaun Groden joining the group, gave update regarding Workers' Compensation program. She asked has he come to legislature with: Town and the towns have intermunicipal agreements with Greene County, but do not have agreements with each individual town for assistance. For all municipalities to get one agreement with one another, Shaun Groden thought the county could provide assistance. Supervisor thought by just 'tweaking' language; New Baltimore has a current agreement with Coeymans. The group has begun talk about joint services. Councilman Norris said Kevin Lewis is still head of TAC, comprised of 10 larger business owners; Legislator Van Slyke said they want to expand and include more venues, like antique dealers. Kingsley Greene asked whether any furniture restoration businesses. Councilwoman Finke said snow is needed 12 months of year.[laughter]

Supervisor reports need to accelerate this meeting due to weather pattern; she attended Coxsackie-Athens School District meeting with town supervisors, village mayors, to discuss what they may do regarding school security. The district is having conversation with Villages of Athens and Coxsackie for police; Greene County Sheriff Seeley offered service at county rate.

COUNTY OF GREENE  
TOWN OF NEW BALTIMORE  
WORK MEETING  
JANUARY 28, 2012 – page 2

DRAFT

Supervisor and colleagues appreciated the district reaching out, as New Baltimore relies heavily on Greene County Sheriff, and also made offer to host their budget presentations in April. Supervisor asked if any of Board attended Greenville School District meeting on Saturday; no. She will reach out to RCS and Greenville for budget presentations. The schools' have expressed concern about PILOTS (Payment in Lieu of Taxes) and 2% Tax Cap; she reached out to Greene County IDA's Rene Van Schaack to talk about in-kind services, that would not affect 2% Tax Cap as PILOT does, and other means to get financial resources but not through a PILOT; nothing is quite there yet. When a plan moves forward, typically there is a lot of scrambling; 1<sup>st</sup> year would be tough hit on budget with a PILOT if we had one. AOT provided some information. Water District No. 2 Extension/Scheller Park pipe has been laid on Town's right-of-way, Supervisor doesn't know whether the parties are hooked up yet, however fill and settling must yet occur, may not happen til spring. Supervisor checked with other municipalities; has received recommendation to take the line over by Town Board resolution, but make sure Highway Superintendent Jordan can go back and inspect fill in the spring before we assume responsibility. Supervisor noted there is no New Baltimore hook-up fee for Water District, only to Village of Coxsackie; there is a fee on New Baltimore's Fee Schedule for Sewer Hook-up. She brings to Board tonight suggesting a permit process and nominal charge. Supervisor will meet with Village of Coxsackie mayor to discuss aging contract and with Village of Ravena mayor to discuss aging contract.

Past practice has been to clean up any vouchers attributable to the prior year's budget. Within the vouchers for Board approval this night is one unusual: an employee requiring reimbursement from Health Reimbursement Account; Erin Nevins reviewed this and asks for an individual reimbursement rather than pay a contract fee for new HRA provider. Also, the Fire District checks are on this abstract, although they do not come from the Town Budget, the Town is required to collect and reimburse those monies. --TABLE to end of meeting: **RESOLUTION AUTHORIZING SUPERVISOR TO PAY AUDITED CLAIMS**

Town Clerk Brooks submits report for December 2012: building permits 6 \$1332.00; chimney/woodstove 1 \$40.00; septic system replacement 1 \$40.00; CO search 2 \$30.00; dogs licensed 24 \$179.00; marriage licenses 1 \$17.50; cutting across road 1 \$100.00; demolition 1 \$75.00; certified copies 6 \$60.00; photocopies 4 \$1.00; local fees to Supervisor \$1,874.50, paid to NYS Ag and Markets for spay/neuter \$30.00; for NYS Dept of Health \$22.50; total state, county and local revenues \$1927.00. Records management activities will resume after February; have begun culling office files to go to the vault, 5 minutes at a time.

For year ending December 31, 2012, she reports signs 1 \$5.00; site plan review 2 \$400.00; special use non-commercial 1 \$40.00; building permits 81 \$15,488.80; chimney and woodstoves 4 \$160.00; decks and porches 5 \$450.00; mobile home 1 \$150.00; septic system replacement 3 \$120.00; co search 14 \$210.00; conservation commissions 50 \$249.36; dogs licensed 346 \$2,575.00; replacement tags 8 \$16.00; junkyard 1 \$100.00; beer permits 3 \$60.00; cutting across road 1 \$100.00; demolition 4 \$300.00; park 10 \$250.00; minor subdivision 3 \$120.00; check return fee 1 \$20.00; certified copies 106 \$1070.00; photocopies 679 \$270.20; recycling fees 12 \$246.00; for a local total to Supervisor \$22,557.86, to Ag and Markets for spay/neuter \$496.00; to NYS Dept of Health for marriages \$202.50; to NYS Dept of Environmental Conservation for sporting licenses \$4386.64; or a total of non-local revenues \$5085.14. Councilman Norris pointed to dog licenses 346? Clerk Brooks clarified that the 346 includes new and renewals during 2012. Councilman Norris felt that could be doubled; Clerk Brooks added there is additional workload in office also.

Upon request of Town Supervisor with the load of tax collecting, Sewer District No. 1 and 2, Water District No. 2 and 3, Tax Collector Jordan submits report for December 2012: purchased laptop, converted Sewer District No. 1 and Water District No. 2 files to new program, worked on balancing checkbooks, changed county info to new collector name, email, address, updated BAS and received updates, converted checking accounts to new collector, collected boxes from prior collector's home, stuffed envelopes for tax mailing, met with accountant to go over books, met with prior tax collector to learn calendar and to prepare re-levy for sewer and water districts. Supervisor added her thanks to Collector Jordan for the reports she submits with her reimbursing checks, that Supervisor believes will make the relevy process much smoother.

# DRAFT

**COUNTY OF GREENE  
TOWN OF NEW BALTIMORE  
WORK MEETING  
JANUARY 28, 2012 – page 3**

Highway Superintendent Jordan, out caring for icy roads, submits report Dec 24 2012 to Jan 28 2013: Replaced plow blade on 93 International; Cut dead trees along roads; Installed NO. PARKING on Twisted Tree Lane; Tues, Dec 25 called all in at 4:30am for snow, worked until 7:30am; Wed, Dec 26 called all in at 10pm for snow, worked until 3:30 on Thurs, Dec 27, Plowed and sanded all roads 5 times; Replaced broken sander chain on 93 International; Sat, Dec 29 called all in at 2pm for snow worked until 11:30pm; Sun, Dec 30 called in all at 4:30am, worked until 8:30am, plowed and sanded all roads; Changed oil and serviced 2012 Ford pickup; Replaced block heater on 85 Oshkosh snow plow; Installed grease hoses on 2 sanders; Monitored waterline project on Roberts Hill Road; Washed and greased all trucks; Built new gates for sewer plant so larger trucks can get in and out; Installed sander in spare plow truck; Changed oil and serviced 91 International; Mounted 4 tires on reconditioned rims; Took down Christmas tree at town hall; Built tire chains for 2013 International; Took 91 International to Albrights for inspection; Wednesday Jan. 16 called all in at 3:30am for snow worked until 3:30pm; Serviced 2010 John Deere; Cut dead trees along roads with county bucket truck; Worked on brush chipper, repaired engine skip; Repaired tarp arms on 96 International. Supervisor learned that the entirety of Sylvandale Road was abandoned a few years ago. Regarding Manor Road, county still appears as owner despite its recent sale, however, it doesn't align with Greene County Real Property records and old US Route 9W record, making all curious how the Town ended up maintaining the road. Supervisor has a NYSDOT contact name from Randy Lént, and will contact. Ellie wanted to give note that Manor Road previously began at US Route 9W, across the creek, Thruway cut it off, and came out on SR 144/Highbridge Road; Supervisor added that makes no sense what we're maintaining; Legislator Van Slyke can only remember the road going as far as the house; Ellie added, since the bridge went out. Supervisor added her intent to send letter to residents of Pichler; the road is same width as plow (10ft), if they wish the Town to continue to maintain, they may have to move retaining walls.

Buildings & Grounds/Recycling Spencer Sebert reports for December; changed light tube in hallway, reattached light fixture to ceiling in court clerk office, put insulating shrink film on windows in meeting room; removed ice hanging from gutters, change air and water filters, and shoveled snow; Councilman Norris added that Spencer will continue at the Recycling Center but wishes to leave the Town Hall duties; the Board must replace him, has a job description to go to paper, including these tasks and weedeat/mow lawns, copied and distributed, and recommends formalizing and set up interviews with Parks Superintendent Jordan and committee. Clerk Brooks added that Spencer has been so wonderful he has raised the bar, coming to handle bees, calcium on walkways, painted inside of Town Hall, and will be very much missed as he has been available to address problems as they occur; tough shoes to fill. For Recycling Spencer reports: no paid items; 60gal bags of plastic 18; 55gal drums of cans 8; bundles of magazines 30; bags of newspaper 42; bags of shredded paper 17; boxes of cardboard 18; metal 1.75ton. Also 8 tires from Hwy Dept and Hwy removed 23 tires from the Center. Regarding the phone system, still resolving some glitches, transferring calls, but no problems impacting computers.

Building Inspector/Code Enforcement Officer Blaisdell reports for November 2012: Building Inspections 14; Building Permits Issued 2; Building Permits Renewed 1; Building Permits Closed With Violation 1; Building Permit Closure With Violation Rescinded 1; Certificates of Compliance Issued 4; Certificates of Occupancy Issued: 1; Commercial Site Fire Inspections 1; Demolition Permit Applications Received 1; Demolition Permits Issued 1; General Complaints 2; New Building Permit Applications Received 2; Code Violation Investigations 3; Zoning Violation Investigations 2; Application Fees for November, 2012 \$570.00; Total Fees for Year to Date: \$15,103.80 And for December 2012: Building Inspections 14; Building Permits Issued 5; Building Permits Renewed 1; Certificates of Compliance Issued 1; Commercial Site Fire Inspections 1; Demolition Permit Applications Received 1; Demolition Permits Issued 1; Do Not Occupy 1; General Complaints 2; New Building Permit Applications Received 6; Outside Boiler/Woodstoves, etc. Permits Issued 1; Septic Tank Replacement Applications Received 1;

# DRAFT

COUNTY OF GREENE  
TOWN OF NEW BALTIMORE  
WORK MEETING  
JANUARY 28, 2012 – page 4

Septic Tank Replacement Permits Issued 1; Code Violation Investigations 2; Zoning Violation Investigations 1; Application Fees for December 2012: \$1,487.00; Total Fees for Year \$16,590.00.

Insurance Supervisor had no report; committee has begun work on property and casualty insurance that renews in March; letters were sent to all Town employees outlining health, medical and vision benefits paid by Town and paid by employee.

Wastewater Treatment Supervisor called a Special Meeting on March 4, which Delaware Engineering will outline options for the plant; Sewer District No. 1 residents are particularly encouraged to attend and provide their input; during this payment period, Collector Jordan will give the legal to anyone coming in to pay their user charges.

Planning Board Chair Kathy Rundberg submitted reports: Planning Board met on December 13, 2012 with the following business transacted: renewed the annual Special Use Permit for JB Car Services for the 2013 year; discussed with Ken Rebusmen possible plan alternatives for property he owns on Scheller Park Road. February 14 meeting is cancelled due to lack of quorum. February 5 deadline for open positions; the Planning Board will meet in March.

Zoning Board of Appeals Chair Meave Tooher reports *December 2012*: The Zoning Board of Appeals did not meet on December 5, 2012, since there were no applications to come before the Board; and for January 28, 2013: The Zoning Board of Appeals did not meet on January 2, 2013, since there were no applications to come before the Board.

*Year-End Report for 2012*: Summary of the Board's activity for the year is as follows: Regular Monthly Meetings Held 6; Public Hearings Held 2; Height Variance Renewal Approved 1; Area Variance Approved 1; Appeals Heard 1; Fees Taken In \$40.00.

Assessment Bennett report for January 28, 2013: *EXEMPTION RENEWALS* Property owners are returning renewal applications for Enhanced STAR and Aged STAR; beginning to see renewal applications for those individuals receiving the Agricultural exemptions as well as those on disability; this year the mailing totals for exemptions were: 68 Enhanced with Senior STAR, 51 Enhanced STAR, 143 Enhanced STAR participating in Income Verification Program (IVP), 11 Disabled, 10 Non-Profit, 4 Parsonages, 5 Clergy, 7 Forest, 52 Agricultural. Reminders will be sent out for renewals the first part of February. *CORRECTIONS*: Diane Jordan and Julie continue to share mailing address changes and corrections for the tax roll as property owners submit tax payments. *AROUND THE OFFICE*: Julie has completed checking and verifying the file cards against computer info.

Economic Development Committee Councilman Norris reminded that Legislator Van Slyke reports the county working on advertising; he had no call for a meeting; key word is infrastructure, adding that Kevin Lewis had done nice job at Cocksackie Area Chamber meeting.

Grants Councilwoman Finke met with Office of Economic Development/Tourism/Planning, talked about Cornell Park, marina, New Baltimore Conservancy trails, 80-100 boat slips, collecting information and will get back to Town with forthcoming meetings. Also, may use a NYSERDA grant for a copier. Supervisor reminded the Board of the \$24,000 grant received for the Sewer District No.1 engineering services.

Fire, EMS & Law Enforcement (Chair Norris/Member Finke) Greene County EMS reports for January 15<sup>th</sup> meeting: new medic truck is in service, replacing the one that was in an accident last year; Greene County's Workers' Compensation plan (PERMA) will not cover Greene County EMS, will need to find another insurance company, EMS is a quasi-governmental agency; paramedics have flu; no free flu shots by the county this year; In December the Town had 6 ALS calls; total calls for 2012 was 79; (2011 calls 75); (2010 calls 62); (2009 calls 81);  $287/4 = 74.25$  Avg. Calls/year; Next meeting will be February 19, 2013.

**COUNTY OF GREENE  
TOWN OF NEW BALTIMORE  
WORK MEETING  
JANUARY 28, 2012 – page 5**

DRAFT

Below is the statistics from the Sheriff's Office New Baltimore Satellite Station. \*Please note that the following statistics are from within the Town of New Baltimore for the period of: October 1, 2012 to December 31, 2012:

<b>CALLS FOR SERVICE</b>	<b>50</b>
<b>UNIFORM TRAFFIC TICKETS</b>	<b>31</b>
<b>ARRESTS</b>	<b>6</b>
<b>COXSACKIE RESERVOIR CHECKS</b>	<b>92</b>

January 1-December 31, 2012 New Baltimore Satellite/Town of New Baltimore Annual Report of Statistics:

<b>CALLS FOR SERVICE</b>	<b>398</b>
<b>UNIFORM TRAFFIC TICKETS</b>	<b>172</b>
<b>ARRESTS</b>	<b>53</b>
<b>COXSACKIE RESERVOIR CHECKS</b>	<b>405</b>

Supervisor spoke to Town Supervisor Betke regarding the needed ambulance contract, Town of Cocksackie hoped New Baltimore would prepare, difficulty finding Word doc, and one week mark is ticking. New Baltimore preparing contract could be a reduction in price.

Technology/Website Member Councilwoman Benway received info on NYSERDA 75% rebate from Councilwoman Finke; at the time, the copier wasn't having serious issues. Now on last legs, the rebate expires Thursday, not able to learn balance of rebate; one of the three bids nets machine for \$3000 with this rebate applied. Councilwoman Benway asked the Board do we wait for another rebate or grant because there may not be money as it is. Supervisor offered that the Zerox is on state contract; Konica is not on state contract; asked Board if satisfied with Eastern as supplier/servicer; yes. Councilwoman Benway added that, in their evaluation of printer/copier use in the Town, they learned the printer in sheriff's satellite had highest cost per print (no access to network printer upstairs) and, for \$25/month, would put a printer/toner with service in satellite. Councilwoman Finke read 'first come, first served' and provided contact name, adding that purchase price per item may not exceed \$4999. Councilwoman Benway related Eastern was certain of eligibility of offered Zerox item. Supervisor added that Town paid \$6,600 for Ricoh in 2005. If purchase cannot exceed \$4,999, Councilwoman Benway suggests waiting; with deadline on Thurs, the money could be gone; NYSERDA rotates grants/rebates, and Councilwoman Benway is not comfortable with rushing. Supervisor said the Board could act, subject to learning something definite that this is eligible at this price. Councilwoman Benway did see information at one point, and site usually shows a balance remaining. Councilwoman Finke said she could tell when next round begins. Councilman Norris feels there are many 'if's. Supervisor added all computers would be connected for scanning and full training. Clerk Brooks said training was excellent with the Ricoh; Eastern and ComDoc do not work in each other's markets. Councilwoman Benway can check tomorrow; Councilman Norris would like to know before Board takes action. Legislator Van Slyke pointed to the fact that without the rebate it is still a good purchase compared to cost 8 years ago. Councilwoman Benway added that the maximum per municipality was \$20,000. **TABLED** On website, agendas are now linked to calendar page.

Newsletter (Chair Finke/Member Meredith) thanked Clerk Loux for couple missing pieces, would like to get newsletter to homes a week before Historian Ted Hilscher's slide show on February 24, and had only Ravena-Coeymans-Selkirk pie chart. Councilwoman Benway offered that TABLE 1, 2, 3 are examples of \$100,000 assessed value showing how much school, town, county, special districts made up their tax bill, he could make into 3 charts. Clerk Brooks asked whether Councilwoman Finke received her release for Rabies Vaccine Clinic. Kingsley Greene

COUNTY OF GREENE  
TOWN OF NEW BALTIMORE  
WORK MEETING  
JANUARY 28, 2012 – page 6

DRAFT

asked whether AgFest announcement was included. Clerk Brooks asked for listing of phone extensions at Town Hall. Supervisor asked for the chart of office hours in Town Hall.

Animal Control Officer Tanner reports for two months, been in 4 courts, Rabies Vaccine Clinic is March 27 6-8pm at Medway-Grapeville Firehouse. With newsletter out, passage of Local Law on enumeration fee, then start dog census after February 11. Supervisor asked for one last reminder in newsletter to license dogs.

Parks Supervisor asked to schedule public input meeting regarding sale of part of Joseph Wyche/District 1 Park and asked Board for dates. Regarding park use, OWLZ have approached Town about using Cecil Hallock field again; it was great to see kids using the field, have had folk call asking to use park when team was using it. Councilman Norris added that they did a great job of preparing the field. Councilwoman Benway said a lot less reservation money was taken in toward the costs; practices and games were Wed, Fri and Sun. Councilwoman Finke said they were good about changing times and they paid for their afterseason portajohn, but not for park use. The Board could determine. Councilwoman Finke is a former coach, likes to see kids active. Supervisor asks how many are New Baltimore residents? Councilwoman Benway added history of a little communication problem, and would like to see better response to questions and dates. As Parks Committee, Supervisor asked for letter of expectations including schedule to us by date; Town has put in portajohn for May-August use; Clerk Brooks added that past practice was to put in and remove portajohn with reservations paid; Board has discussed this. Clerk Brooks asked, as Owlz is not school team, do children pay a membership; Supervisor has been told it is open to New Baltimore children.

Personnel Clerk Brooks said the advertisement is in Daily Mail for open positions on Planning Board, Zoning Board of Appeals, and Greene County Planning Board.

Agriculture Committee (Chair Norris/Member O'Rorke) reports for 1/28/13: committee met January 10 at the Kriel Farm; discussed possible beef shortage due to drought in midwest, fracking and its impact on farming. Next meeting: February 14, 7pm at Kriel Farm.

Seniors Committee Ellie Alfeld announced that February's fish Food n Fun would be third, not second, Wednesday, due to Ash Wednesday. January's luncheon was successful.

Memorial Committee Chair Councilwoman Benway has not met; hope to meet end of February, beginning of March.

Ag Fest Committee Liaison Councilwoman Finke announced having met last week, preparations begun for June 1-2; the date has been called in to Greene County.

Town Courts Liaison Councilwoman Benway will have report in February, finalizing format of court cases, civil, jury trials, etc., and will include monies received by state and Town.

Historian Hilscher reports for December 2012: Spoke with Chris Norris about the replacement of the windows in the Town Hall; Borrowed and copied photograph from Donna Williams Kellam of grandparents Mr. and Mrs. Luke Williams of Lime Kiln Road, Donna purchased copies of Heritage Book; Wrote Battle of Gettysburg article for Town newsletter; announced slide show for Sun, February 23 at Town Hall at 3pm.

Regarding February 19 Greene County EMS meeting, Councilman Norris would be out of town, asked Councilwoman Finke to attend; she will also be away.

Supervisor asked if all had reviewed vouchers; mall abstract this night is in preparation for preparation of 2012 Annual Update Document by Town's accountant.

**DRAFT**

**COUNTY OF GREENE  
TOWN OF NEW BALTIMORE  
WORK MEETING  
JANUARY 28, 2012 – page 7**

**RESOLUTION  
COUNTY OF GREENE  
TOWN OF NEW BALTIMORE  
WORK MEETING  
JANUARY 28, 2012 – page 1**

**RESOLUTION TO AUTHORIZE SUPERVISOR TO PAY AUDITED CLAIMS**

WHEREAS the Town Clerk has presented claims to the Town Board for audit and review and,

WHEREAS the Town Board has audited claims 2013 01b/ 01-42, it is

RESOLVED that the Supervisor is hereby authorized to pay claims 2013 01b/ 01-42.

BE IT FURTHER RESOLVED that the Town Clerk will prepare an abstract and hold it for public review until February 28, 2013.

Supervisor moved and was seconded by Councilwoman Benway. Supervisor thanked Town Clerk Brooks for preparing this second abstract for January so that the Town Board may act this night. The adoption of the foregoing Resolution was duly put to a vote, and upon roll call, the vote was as follows:

**ROLL CALL VOTE: BENWAY-AYE FINKE-AYE MEREDITH-Absent  
NORRIS-AYE O'RORKE-AYE  
Adopted**

**ADJOURNMENT**

With no further business to come before the Board, **Supervisor moved to adjourn, Councilwoman Benway seconded.** No discussion. The adoption of the foregoing Motion was duly put to a vote, and upon roll call, the vote was as follows:

**BENWAY-AYE FINKE-AYE MEREDITH-Absent  
NORRIS-AYE O'RORKE-AYE**

**MOTION CARRIED**

The meeting was adjourned at 8:10pm.

Respectfully,

Janet A. Brooks  
Town Clerk