

MINUTES – May 18, 2020

The Board of Aldermen of the Town of Gibsonville met at 7:00 pm for a regular meeting in the Town Hall. The meeting was called to order by Mayor Williams. Alderpersons Shepherd, Owen, O'Toole, Pleasants, and Maizland were present. Ben Baxley, Town Manager, and Laurie Yarbrough, Town Clerk, were present. Gina Griffeth, Police Chief Ron Parrish, Public Works Director Rob Elliott, Fire Chief James Todd, Town Attorney Doug Hoy, Recreation Director Mike Dupree, Mike Magnes with Recreation, Heidi McBride with Recreation and Intern Jack Pendergraft were in attendance. Due to the Covid 19 event the board meeting was held live on the Gibsonville Facebook and by telephone for those that had no internet access. There were no residents allowed at the meeting.

Invocation – Alderman O'Toole

Alderman O'Toole gave the invocation.

Mayor Williams led the Pledge of Allegiance.

Public Comments

Ben Baxley, Town Manager, stated public comments were asked to be sent in by email; three emails were received. He read an email from Irene Fanelli of 809 Johnston St. asking the extent to which the public comments would be considered and incorporated into the budget, she believed having the budget hearing and approval on the same evening was unfair to the residents of Gibsonville, and she stated concerns about the dilapidated old elementary school; nothing being done to date to secure the building. He read an email from Bev Ross with questions about the recommended FY2021 budget which included questions about decrease in county sales tax, fire department expenses (salaries, part-time, & overtime), recreation expenses (salaries, supplies, & decreases in areas), analysis, and the process if additional revenues were received. He read an email from Connie Bishop related to the FY 2021 budget: 1. What is the 'trigger' for modifying budget once revenue stable? 25% of revenue recovery? 2. Will you ask for re-prioritization of budget requests for 2021 presuming revenue picture improved. I'd like to see done now so the public knows the process. 3. How are budget Expenditures being limited? 5% decrease? 4. I see the Fund balance will be used to meet operational needs. What are these beds? Police vehicles? Ramp? 5. As follow up on General Fund, I see a decrease of 10.5%. Does the remaining \$\$\$ keep us at acceptable level per Institute of Government? Are we contributing any \$\$ to fund this FY? Questions for aldermen: 1. Will you ask for re-prioritization of budget requests for 2021 presuming revenue picture improved? I'd like to see done now so the public knows the process. 2. Has the Board considered raising the following fees: Cemetery stone permit, Gym cost - does \$1 cover costs of lights, water, facilities Fall Festival fees - are food truck fees in line with others in the county. Police - fingerprinting for residents. Should be a charge. False alarms. Should be higher - are they are par with other cities.

Mayor Williams stated he would like to comment on an incident that happened a couple of meetings ago. He stated Alderwoman Maizland was offended by a comment made by Alderman Owen and asked that he be censored. He stated he had looked into censoring and it required a 2/3 vote of the board to do this. He stated he had talked with each board member and he did not have three board members that would agree to Alderman Owen being censored. He stated he looked into the procedures of censoring and thought it was a waste of time. He stated he met with Alderwoman Maizland and she had asked that she have time to talk at this meeting during board comments. He stated he believed Gibsonville had their first death due to the Covid 19 virus; Mary Riggs that lived at the Azalea Apts. was in rehab at a nursing home in Burlington where she got the virus and passed away.

Approval of Agenda

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the agenda. The motion passed unanimously.

Approval of Minutes

Alderman Owen, seconded by Alderman Shepherd, made a motion to approve the minutes of March 2, 2020. The motion passed unanimously.

Market Day & Concert Series Discussion

Mike Dupree, Parks & Recreation Director, presented options for Market Day & Concert Series due to recent events related to COVID 19 and the control of social distancing. He stated he was seeking input from the board.

Mike Magnes with Parks and Recreation stated he had talked with other towns in the area about their events and markets; some were canceling and some were doing drive through markets. He stated they had considered looking at using the parking lot at the Community Center; using one way entrance and one way exit. He stated there was the option to allow only food vendors.

Mayor Williams stated he would like to see the market open in June. He thought that the Community Center may be the best place.

Alderman O’Toole agreed. He stated having the market at the Community Center would give people an opportunity to see the Community Center that have not seen it.

Alderman Shepherd stated there would be limited space with the social distancing and the market was started to be used by the farmers.

Mr. Dupree stated they could use the lower parking lot at the Community Center for other vendors.

Mayor Williams stated the farmers were going through a tough time and needed our support.

Mr. Dupree stated they could encourage people to get their items and go.

Mr. Magnes stated they had to decide on the concert series also because they had a cancelation deadline.

Alderman Shepherd stated other towns had canceled events, including their July 4th events. He stated he felt the town needed to postpone the concerts and look at this again in August.

The Board agreed on postponing the concerts until August.

Appointment to Link Transit

Ben Baxley, Town Manager, stated the City of Burlington Link Transit was looking for an alternate to replace Veronica Revels on the Link Transit board. This position would serve as an alternate representative for the Town of Gibsonville. He stated this would be on June agenda for board recommendations.

Mayor Williams stated a resident of Abbey Glenn had expressed an interest to him in serving on a transportation board for the town. He stated he would contact this person.

Springwood Ave./Cedar St. Waterline Replacement Capital Project Ordinance Amendment

Ben Baxley, Town Manager, stated this Ordinance Amendment was needed for the Springwood Ave./Cedar St. waterline replace capital project that would be completed in a couple of months. He stated this Ordinance Amendment would reflect the budget approved by the State, since the State provided the loan for the project; loan amount was \$649,550.

Alderman Owen, seconded by Alderman Shepherd, made a motion to approve the Springwood Ave./Cedar St. Waterline Replacement Capital Project Ordinance Amendment. The motion passed unanimously.

**CAPITAL PROJECT ORDINANCE
SPRINGWOOD AVENUE AND CEDAR STREET
WATERLINE REPLACEMENT PROJECT**

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF GIBSONVILLE, NORTH CAROLINA, that pursuant to Section 13.2, Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby amended:

Section 1. The Project authorized is Springwood Avenue and Cedar Street Waterline Replacement Project.

Section 2. The officials of the Town of Gibsonville are hereby directed to proceed with this program within the terms of the project.

Section 3. The following revenues are anticipated to be available to the Town to complete the project:

State Reserve Loan (SRP)	\$	649,550
Transfer from General Fund	\$	75,500
Transfer from Water & Sewer Fund	\$	7,651

Section 4. The following amounts are appropriated for this project:

Construction	\$	624,210
Technical Services (Planning & Design)	\$	24,000
Technical Services (Construction Phase)	\$	16,500
Administrative	\$	5,000
Legal & Testing	\$	50,000
Closing Costs	\$	12,991

- Section 5. The Town Manger shall report on the financial status of this project as directed by the Board of Aldermen and will inform the Board of any unusual occurrences.
- Section 6. Copies of this project ordinance shall be made available to the Town Manager and the Finance Officer for direction in carrying out this project.
- Section 7. That this ordinance amendment shall take effect upon passage.

This the 18th day of May, 2020.

Leonard Williams, Mayor

ATTEST:

Laurie Yarbrough, Town Clerk

Community Center Capital Project Ordinance Closeout

Ben Baxley, Town Manager, stated this Ordinance was needed to close out the Capital Project Ordinance related to the Community Center. There was \$12,568.35 leftover and will transfer to the General Fund with the approval of this Ordinance Closeout.

Alderman Shepherd, seconded by Alderman O’Toole, made a motion to approve the Community Center Capital Project Ordinance Closeout. The motion passed unanimously.

**CAPITAL PROJECT ORDINANCE
COMMUNITY CENTER PROJECT**

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF GIBSONVILLE, NORTH CAROLINA, that pursuant to Section 13.2, Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby closed out:

- Section 1. The Project authorized is Community Center Project.
- Section 2. The officials of the Town of Gibsonville are hereby directed to proceed with this program within the terms of the project.
- Section 3. The following revenues are anticipated to be available to the Town to complete the project:

Loan Proceeds	\$	1,415,000
Transfer from General Fund	\$	738,000

- Section 4. The following amounts are appropriated for this project:

Construction	\$	1,774,000
Legal Fees	\$	12,000
Architectural/Engineering Fees	\$	133,000
Interest	\$	40,000
Equipment	\$	100,000
Project Contingency	\$	84,000
Furnishings	\$	10,000

- Section 5. The Town Manger shall report on the financial status of this project as directed by the Board of Aldermen and will inform the Board of any unusual occurrences.
- Section 6. Copies of this project ordinance shall be made available to the Town Manager and the Finance Officer for direction in carrying out this project.
- Section 7. The project has been completed and there is an appropriated amount of \$12,568.35 unspent.
- Section 8. The remaining about of \$12,568.35 will be transferred to the General Fund with the passage of this ordinance close out.

Section 9. That this ordinance close out shall take effect upon passage.

This the 18th day of May, 2020.

Leonard Williams, Mayor

Attest:

Laurie Yarbrough, Town Clerk

FY 2020 Budget Ordinance Amendment #6

Ben Baxley, Town Manager, stated the FY 2020 Budget Ordinance Amendment #6 was needed to account for a transfer of funds from the Sewer Rehabilitation Capital Project Fund, a transfer from the Community Center Capital Project Fund, contribution from the Gibsonville ABC to the police department, State Aid Grant to the Gibsonville Public Library (allocation of three months of a grant), and a donation to the library. The Amendment is as follows: General Fund Revenues included an increase of \$2,220 in Miscellaneous line item to account for a contribution from the Gibsonville ABC to the police department and a donation to the Gibsonville Public Library, increase of \$1,332 in Library State Aid Grant line item to account for three months of said funding, decrease of \$372,068 in Appropriated General Fund Balance line item to offset the transfer of \$359,500 from the Sewer Rehabilitation Capital Project Fund (CPF) and \$12,568 from the Community Center Capital Project Fund (CPF), increase of \$12,568 in Transfer from Community Center CPF line item to account for capital project ordinance close out, increase of \$359,500 in Transfer From Sewer Rehab CPF to account for transfer of a portion back to the General Fund that was originally transferred to the Sewer Rehabilitation Capital Project Fund from the General Fund and General Fund Expenditures included increase of \$2,120 in Police line item to account for Gibsonville ABC, and increase of \$1,432 in Library line item to account for three months of a State Aid Grant and a donation. He stated this would increase the General Fund budget by \$3,552.

Alderman O’Toole, seconded by Alderman Owen, made a motion to approve FY 2020 Budget Ordinance Amendment #6. The motion passed unanimously.

**TOWN OF GIBSONVILLE, NORTH CAROLINA
FY 2020 BUDGET ORDINANCE AMENDMENT #6**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 18th day of May, 2020 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

SECTION I. GENERAL FUND

Anticipated Revenues	FY 2020	Amendment	FY 2020
	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Taxes, Current Year	2,956,000	-	2,956,000
Taxes, Prior Years	25,150	-	25,150
Motor Vehicle Tax	372,000	-	372,000
Penalties & Interest	12,000	-	12,000
Cemetery	10,000	-	10,000
Recreation	82,000	-	82,000
Sanitation Service Charge	306,000	-	306,000
Interest on Investments	8,000	-	8,000

Fire District Tax (Guilford)	14,400	-	14,400
Library	2,000	-	2,000
Transfer Perpetual Care	2,700	-	2,700
Sale of Fixed Assets	10,000	-	10,000
Guilford County Funds	55,500	-	55,500
Code Enforcement/Planning	8,000	-	8,000
Brush/White Goods Pickup Fees	2,000	-	2,000
<i>Miscellaneous</i>	<i>34,156</i>	<i>2,220</i>	<i>36,376</i>
GHA	2,340	-	2,340
Stormwater Fee	32,000	-	32,000
Solid Waste Disposal Tax	4,600	-	4,600
Intangible: Sales Tax (Alamance Co.)	921,000	-	921,000
Intangible: Sales Tax (Guilford Co.)	488,500	-	488,500
Utility Franchise	400,000	-	400,000
Beer & Wine	30,000	-	30,000
<i>Library State Aid Grant</i>	<i>3,372</i>	<i>1,332</i>	<i>4,704</i>
Governor's Crime Commission Grant	24,490	-	24,490
Federal Drug Funds	43,670	-	43,670
Powell Bill Funds	192,000	-	192,000
Appropriated Fund Balance - Powell Bill	42,265	-	42,265
Appropriated General Fund Balance	934,989	(372,068)	562,921
Appropriated Recreation Capital Reserve	30,033	-	30,033
<i>Transfer From Community Center CPF</i>	<i>-</i>	<i>12,568</i>	<i>12,568</i>
<i>Transfer From Sewer Rehab CPF</i>	<i>-</i>	<i>359,500</i>	<i>359,500</i>
<i>Total Anticipated Revenues</i>	<u>7,049,165</u>	<u>3,552</u>	<u>7,052,717</u>

Authorized Expenditures

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Governing Board	68,346	-	68,346
Administration	1,143,474	-	1,143,474
<i>Police</i>	<i>2,181,945</i>	<i>2,120</i>	<i>2,184,065</i>

Fire	1,070,619	-	1,070,619
Public Works	1,491,214	-	1,491,214
Powell Bill	144,765	-	144,765
Recreation	714,265	-	714,265
<i>Library</i>	<i>177,037</i>	1,432	<i>178,469</i>
Cemetery	17,500	-	17,500
Contingency	40,000	-	40,000
Total Authorized Expenditures	7,049,165	3,552	7,052,717

SECTION II. WATER & SEWER

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Anticipated W&S Revenues			
<u>Water Revenues</u>			
Water Service Fees	815,000	-	815,000
Tapping Fees	1,000	-	1,000
Meter Setting	13,000	-	13,000
Reconnection Fees	45,000	-	45,000
Realize Deferred Revenue	57,045	-	57,045
Miscellaneous Revenues	11,000	-	11,000
Internet Convenience Fees	12,000	-	12,000
Retained Earnings Appropriation	15,000	7,651	22,651
Total Anticipated Water Revenues	969,045	7,651	976,696
<u>Sewer Revenues</u>			
Sewer Service Fees	2,200,000	-	2,200,000
Tapping Fees	1,000	-	1,000
Meter Setting	13,000	-	13,000
Reconnection Fees	45,000	-	45,000
Realize Deferred Revenue	57,045	-	57,045
Miscellaneous Revenues	11,000	-	11,000
Internet Convenience Fees	12,000	-	12,000
Retained Earnings Appropriation	15,000	-	15,000
Total Anticipated Sewer Revenues	2,354,045	-	2,354,045
Total Anticipated W&S Revenues	3,323,090	7,651	3,330,741

Authorized W&S Expenditures

Water Expenditure	969,045	7,651	976,696
Sewer Expenditures	2,354,045	-	2,354,045
Total Authorized Expenditures	<u>3,323,090</u>	<u>7,651</u>	<u>3,330,741</u>

SECTION III. PERPETUAL CARE FUND

Anticipated Revenues	2,700	-	2,700
Authorized Expenditures	2,700	-	2,700

SECTION IV. TAX RATE ESTABLISHED

An ad valorem tax rate of \$0.53 per \$100 at full valuation is hereby established as the official tax rate for the Town of Gibsonville for the fiscal year 2020. This rate is based on a total valuation of property of \$636,652,700 and an estimated collection rate of 98.61%.

SECTION V.

Charges for services and fees by Town Departments are levied in the amounts set forth in the Fee Schedule (See Attachment A).

SECTION VI. SPECIAL AUTHORIZATION - BUDGET OFFICER

- A.** Budget Officer shall be authorized to reallocate departmental appropriations among various object of expenditures as he believes necessary.
- B.** The Budget Officer shall be authorized to effect interdepartmental transfers, in the same fund, not to exceed 10% of the appropriated monies for the department whose allocations is reduced. Notation of all such transfers shall be made to the Board on the next succeeding Financial Report.
- C.** He may make interfund loans for a period of not more than 60 days.
- D.** Interfund transfers, established in the budget document may be accomplished without recourse to the Board.

SECTION VII. RESTRICTION - BUDGET OFFICER

- A.** Interfund transfer of monies, except as noted in Section VI. Shall be accomplished by the Board authorization only.
- B.** The utilization of any contingency appropriations shall be accomplished only with Board authorization.

SECTION VIII. UTILIZATION OF BUDGET ORDINANCE

This Ordinance Amendment and the Budget Document shall be the basis of the financial plan for the Gibsonville Municipal Government during the 2020 fiscal year. The Budget Officer shall administer the budget and shall insure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. The accounting section shall establish records which are consonance with the Budget and this Ordinance and the appropriate statute of the State of North Carolina.

Amended this the 18th day of May, 2020.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Discussion of Allowing Benches, Tables, Chairs, etc... on Sidewalks

Ben Baxley, Town Manager, stated the Town's current Ordinance did not allow benches, tables, chairs, etc... on sidewalks. He stated with new businesses coming to town there was a need to allow benches, tables, chairs, etc... on sidewalks; these would not be permanent structures. He stated staff would like to amend the Code of Ordinance General Regulations. Section 97.28 Benches and Chairs on Sidewalk to allow for benches, tables, chairs etc... on sidewalks as long as it is in compliance with ADA regulations, provided safe passage on sidewalks, and benches, tables, chairs, etc... were not to be permanent structures. He stated these would be approved by the Town Manager or his designated staff. He stated if the board wished to amend the current Ordinance it would require a public hearing which could be held at the June 1, 2020 meeting.

Alderman Shepherd stated these would not be permanent.

Mr. Baxley stated no; they would not be permanent.

Alderman Shepherd, seconded by Alderman O'Toole, made a motion to set a public hearing for June 1, 2020 to consider amending Code of Ordinance General Regulations. Section 97.28 Benches and Chairs on Sidewalk to allow for benches, tables, chairs etc... on sidewalks. The motion passed unanimously.

Discussion of Ordinance Addressing Decay and Deterioration of Non-Residential Buildings

Ben Baxley, Town Manager, stated staff was seeking the board's approval of an Ordinance Addressing Decay and Deterioration of Non-Residential Buildings. He presented a draft ordinance. He stated the town would consider using the current contracted code enforcement or may use the County Code Enforcement for enforcing this ordinance. He stated if the board wished to adopt an Amendment to Town of Gibsonville Code of Ordinances Title XV: Land Use, by adding Chapter 150. Building Regulations, Section 150.130 Nonresidential Buildings this would require a public hearing which could be held at the June 1, 2020 meeting.

Doug Hoy, Town Attorney, stated he had reviewed the proposed Ordinance and it was an excellent document. He stated the town had an existing problem that needed fixing quickly, it needed to be secured before something happened. He stated this ordinance would give the building inspector the authority to go in and do an investigation. He explained the legal ramifications.

Alderman O'Toole stated concerns with the lack of fulfillment of promises from the property owners/landlord.

Alderman Shepherd asked could this go back to Preservation North Carolina.

Mr. Hoy stated he believed it would; he believed the parties agreed and it was incorporated into the deed.

Mr. Baxley stated now he has been told they are looking at HUD Senior Housing Apartments.

Mr. Hoy recommended getting someone to examine the building and state the building was not sound and it was in violation of the State building code. He stated then present this to the Historical Properties with photos. He stated the town could secure the building and maintain a court conjunction with a lien attached.

Mayor Williams asked should the town let the property owner know the town was going to do something.

Mr. Hoy stated yes, but get the report and then prepare a demand letter.

Alderman Shepherd, seconded by Alderman Owen, made a motion to set a public hearing on June 1, 2020 to consider an Amendment to Town of Gibsonville Code of Ordinances Title XV: Land Use, by adding Chapter 150. Building Regulations, Section 150.130 Nonresidential Buildings; which will address decay and deterioration of nonresidential buildings. The motion passed unanimously.

Recommended FY 2021 Budget Presentation

Ben Baxley, Town Manager, presented the Recommended FY 2021 Budget. He stated this was a challenging budget. He stated his goal was to maintain services. He stated he was not sure what the impact would be from the COVID-19 crisis on the FY 2021 Budget. He presented the recommended FY 2021 Budget stating this was a balanced budget of \$9,873,943; this was a decrease of \$501,012 or 4.8 percent below the FY 2020 Budget of \$10,374,955. The budget was comprised of the General Fund, Water & Sewer Fund, and Perpetual Care Trust Fund. The Recommended FY

2021 General Fund Budget was \$6,310,493; this was a decrease of \$738,672 or 10.5 percent below the FY 2020 General Fund Budget of \$7,049,165. The Recommended FY 2021 Water & Sewer Fund Budget was \$3,560,750 (included was a 2 percent increase in water and 2 percent increase in sewer rates); this was an increase of \$237,660 or 7.1 percent above the FY 2020 Water & Sewer Fund Budget of \$3,323,090. The Recommended FY 2021 Perpetual Care Trust Fund Budget was \$2,700; this was the same amount as the FY 2020 Perpetual Care Trust Fund Budget of \$2,700. He stated the Recommended FY 2021 Budget maintains the same property tax rate of 53 cents per \$100 valuation as the FY 2020 Budget (**no property tax rate increase**). He stated the following were also included in the FY 2021 budget: replace two police vehicles \$114,400 (vehicles will be funded through Fund Balance (reserves), replace front ramp at the Fire Station \$60,000 (Capital Project will be funded through Fund Balance (reserves), General Fund contingency allocation \$40,000, Link Transit \$30,000 (funded through Fund Balance (reserves), increase of 1.2% in employer retirement contribution rate to comply with the North Carolina Local Government Employees' Retirement System (NCLGERS) actuarial adjustment \$37,300, and increase of 7% in health insurance premiums \$32,300.

Mayor Williams stated the public hearing on the FY 2021 Budget would be at the June 1, 2020 meeting. He stated he would like to see the employees get a 1% to 2% increase.

Mr. Baxley stated 2% would be \$76,000.

Alderwoman Maizland asked if it would be a merit or cost of living.

Alderman Pleasants recommended putting the merit on hold and see what revenues came in and do a cost of living.

Alderman O'Toole stated he would like to keep the same level of services. He recommended a cost of living for the employees.

The Mayor stated there would be a 2% cost of living for employees included in the budget. There was no opposition from the board.

Mr. Baxley stated the budget and financial documents would be posted on the town's website.

Alderman Shepherd, seconded by Alderman Pleasants made a motion to set the FY 2021 Budget Public Hearing for June 1, 2021. The motion passed unanimously.

Reports

a. Mayor

Mayor Williams stated the board makes decision that not everyone likes; but he would like for the board to have a better working relationship and work together.

b. Town Manager

Ben Baxley, Town Manager, stated Town Clerk Laurie Yarbrough would be retiring after 34+ years with the Town of Gibsonville on June 30, 2020. He introduced Gina Griffeth who would be replacing Mrs. Yarbrough as Town Clerk. He introduced Jack Pendergraft, intern from Mebane and attended East Carolina University, who would be interning with the Town this Summer.

c. Board Members

Alderwoman Maizland stated she preferred that the board not vote on the FY 2021 Budget on June 1, 2021. She asked that the board not have the public hearing and vote on the budget the same night.

Mayor Williams stated the board would take everything into consideration when it was time to vote. He stated he had been on the board for 27 years and it has never been a problem.

Alderwoman Maizland there was the impression that the board would not be listening after the budget was voted on.

Alderman Shepherd stated if there was a concern, tell the board and they would consider it. He stated he had been on the board 26 years and this was the most challenging budget he had been through. He stated this was a full service community and they had to keep the employees; there was no wiggle room in this document.

Alderman Pleasants stated there was a misconception, that if they were not implementing requests, the board was not listening. He stated this was not the case.

Mike Dupree, Recreation Director, asked the board about the July 4th Market/Event; with the social distancing issue.

Alderman Shepherd stated this would be a large crowd.

It was the concensus of the board that this would be up to Mike Dupree, Recreation Director whether to cancel or proceed with the event.

Alderman Shepherd, seconded by Alderman Owen, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 8:52 pm.

Mayor

Attest:

Town Clerk