

October 18, 2017

The regular meeting of the Town Board of the Town of Colchester, Delaware County, New York was held on Wednesday, October 18, 2017 at 7:00 PM at the Town Hall.

Present: Arthur M. Merrill Supervisor
Janet L. Champlin Councilwoman
Mark W. Mattson Councilman
Julie A. Markert Councilwoman entered at 8:01PM
Gregory L. Lavorgna Councilman
Recording Secretary: Julie B. Townsend Town Clerk

Others present: Kenneth R. Eck, Jr.-Highway Supt., Michael P. DeGroat-Town Attorney, Acting Sheriff Craig DuMond, Lillian Browne-The Reporter, Joan Homovich, Jim Shields and Alan Donner.

The Meeting was called to order by Supervisor Arthur M. Merrill and led the group in the Pledge of Allegiance.

The minutes of the last regular meeting, October 04, 2017 had been distributed earlier. Janet Champlin made the motion to accept the minutes as written, seconded by Greg Lavorgna, Janet Champlin-aye, Greg Lavorgna-aye, Arthur Merrill-aye, Mark Mattson-absent, Julie Markert-absent, motion carried.

GUESTS: Acting Sheriff Craig DuMond addressed the attendees with their Community Outreach Program; a rural community is harder to investigate; in a small community you know your community; if you **“See Something; Say Something”**; anything out of place or behavior changes or strange odors please contact the Sheriff’s Office; call: 607-832-5555, E-Mail: shrf@www.co.delaware.ny.us, or Tip Line: 1-888-914-9111; they also have a Facebook page; they have 15 dedicated deputies employed by the County; and they are supported by the Board of Supervisors very well; please again if you **“See Something; Say Something”**. Board and Supervisor thanked Acting Sheriff DuMond for coming tonight.

VISITOR COMMENTS: none CORRESPONDENCE: none

REPORTS- written reports on file at Town Clerk’s Office:

- Downsview Water District-October1-15, 2017-Receipts of \$6,600.04 disbursed to Supervisor.
- Town Justice DeRosia- September 2017.

Supervisor Merrill reported that last meeting we accepted the quote from Paul Ryder 3rd Construction for the removal and disposal of existing stairs at rear entrance of Town Hall Building and the construction of a new staircase; we are on his list of projects; this will be reimbursed from the 2016-2017 JCAP Grant.

Supervisor reported that the Sidewalk Project for Maple-Lindsley-Union Street has been put on hold until next year; too late in the year to start this project.

Highway Supt. Eck reported that we are getting together a list of surplus inventory to place on the November auction; we will include the 2009 Chevrolet Tahoe.

Supervisor Merrill reported that another negotiation meeting has been scheduled for Friday, October 20th at 9:30AM at Town Hall; we need more information regarding the Teamster’s health insurance plan; they will cover non-union members; we cannot wait to review their plan. Therefore at this time the Supervisor recommends renewing our current plan with ExcellusBCBS-SimplyBlue Plus Platinum 2; Kaatirondack Benefit Planning Incorporated had

submitted a proposal at the Sept. 20th meeting for health insurance for 2018, the renewal is an increase of 9.14%. Board discussed.

NO. 90-2017 10/18/17 Excellus BC/BS Health Care Contract

Janet Champlin made the following resolution:

BE IT RESOLVED, that the Town Board of the Town of Colchester hereby offers the Excellus Blue Cross/Blue Shield SimplyBlue Plus Platinum 2 Health Care Plan for the Year 2018;

BE IT FURTHER RESOLVED, that it is the policy of the Town of Colchester that the Town will pay the full premium cost for full-time employees, with the exception of Members of the Teamsters Local Union No. 713, who contribute 6% of premiums; that the Town will pay for a single person plan for Full-Time Elected Officials, specifically, Town Supervisor, Town Clerk, and Superintendent of Highways; and if an elected official desires to purchase a health care plan through the Town as an elected employee, he/she shall be reimbursed 50% of a single person insurance premium;

FURTHER RESOLVED, that the Town Board of the Town of Colchester hereby authorizes Supervisor Arthur M. Merrill to contact Kaatironmack Benefit Planning Inc. that the Town of Colchester hereby accepts the renewal contract of Excellus Blue Cross/Blue Shield SimplyBlue Plus Platinum 2 Health Care Plan for the Year 2018.

Resolution was seconded by Mark Mattson.

This resolution was put to a vote by roll call and resulted as follows:

Town Supervisor, Arthur M. Merrill	voting aye
Councilperson, Janet Champlin	voting aye
Councilperson, Gregory L. Lavorgna	voting aye
Councilperson, Julie A. Markert	absent
Councilperson, Mark W. Mattson	voting aye

The resolution was declared to be duly adopted by the members of the Town Board of the Town of Colchester.

Supervisor reported that at the last meeting, Tara Donadio, Clean Energy Communities Coordinator of Cornell University Cooperative Extension of Delaware County gave a presentation on Clean Energy Communities Program: NYSEDA Grants for County, Town of Village Municipality in NYS; are we interested in the program; if we are interested we need to adopt a couple of resolutions tonight. Board discussed. Supervisor will contact them in regards to the CEO Training.

NO. 91-2017 10/18/17 Adopt the NYS Solar Permit Process

Greg Lavorgna made the following resolution:

WHEREAS, the New York State Energy Research and Development Authority ("NYSEDA"), together with the New York Power Authority ("NYPA") and City University of New York ("CUNY"), developed a New York State Unified Solar Permit that reduces the cost for solar projects by streamlining municipal permitting processes; and

WHEREAS, Town of Colchester wants to promote the streamlining of the application process for small-scale photovoltaic system installations by adopting the New York State Unified Solar Permit application form and implementing the new procedures;

NOW THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Colchester hereby adopts the New York State Unified Solar Permit and the document titled "Understanding Solar PV Permitting and Inspecting in New York State;"

RESOLVED, that the Town of Colchester Code Enforcement Officer is hereby directed to use the New York State Unified Solar Permit application form and procedures in issuance of building permits for the installation of small-scale solar photovoltaic systems;

FURTHER RESOLVED, that the fee for solar installations is set by resolution of the Town of Colchester Town Board.

Resolution was seconded by Mark Mattson, Janet Champlin-aye, Greg Lavorgna-aye, Mark Mattson-aye, Arthur Merrill-aye, Julie Markert-absent, resolution declared adopted.

Janet Champlin made the following resolution:

WHEREAS, buildings are the single largest user of energy in the State of New York. The poorest performing buildings typically use several times the energy of the highest performing buildings—for the exact same building use; and

WHEREAS, collecting, reporting, and sharing building energy data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide, and equipped with this information the Town of Colchester is able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement; and

WHEREAS, the Town of Colchester Town Board desires to use Building Energy Benchmarking - a process of measuring a building's energy use, tracking that use over time, and comparing performance to similar buildings - to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Town of Colchester; and

WHEREAS, the Town of Colchester Town Board desires to establish procedure or guideline for Town of Colchester staff to conduct such Building Energy Benchmarking; and

NOW THEREFORE, IT IS HEREBY RESOLVED AND DETERMINED, that the following specific policies and procedures are hereby adopted;

BUILDING ENERGY BENCHMARKING POLICY/PROCEDURES

§1. DEFINITIONS

(1) "Benchmarking Information" shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.

(2) "Building Energy Benchmarking" shall mean the process of measuring a building's Energy use, tracking that use over time, and comparing performance to similar buildings.

(3) "Commissioner" shall mean the head of the Town Supervisor.

(4) "Covered Municipal Building" shall mean a building or facility that is owned or occupied by the Town of Colchester that is 1,000 square feet or larger in size.

(5) "Department" shall mean the Town Supervisor (selected to enforce the Benchmarking Policy).

(6) "Energy" shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(7) "Energy Performance Score" shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(8) "Energy Use Intensity (EUI)" shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(9) "Gross Floor Area" shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(10) "Portfolio Manager" shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(11) "Utility" shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(12) "Weather Normalized Site EUI" shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations.

§2. APPLICABILITY

(1) This policy is applicable to all Covered Municipal Buildings as defined in Section 2 of this policy.

(2) The Commissioner may exempt a particular Covered Municipal Building from the benchmarking requirement if the Commissioner determines that it has characteristics that make benchmarking impractical.

§3. BENCHMARKING REQUIRED FOR COVERED MUNICIPAL BUILDINGS

(1) No later than May 1, 2017, and no later than May 1 every year thereafter, the Commissioner or his or her designee from the Department shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year.

(2) For new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Commissioner or his or her designee from the Department shall begin inputting data in the following year.

§4. DISCLOSURE AND PUBLICATION OF BENCHMARKING INFORMATION

(1) The Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

(a) no later than September 1, 2017 and by September 1 of each year thereafter for Covered Municipal Buildings; and

(2) The Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

(a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and

(b) For each Covered Municipal Building individually:

(i) The status of compliance with the requirements of this Policy; and

(ii) The building address, primary use type, and gross floor area; and

(iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and

(iv) A comparison of the annual summary statistics (as required by Section 5(2)(b)(iii) of this Policy) across calendar years for all years since annual reporting under this Policy has been required for said building.

§5. MAINTENANCE OF RECORDS

The Department shall maintain records as necessary for carrying out the purposes of this Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Department for a period of three (3) years.

§6. ENFORCEMENT AND ADMINISTRATION

(1) The Commissioner or his or her designee from the Department shall be the Chief Enforcement Officer of this Policy.

(2) The Chief Enforcement Officer of this Policy may promulgate regulations necessary for the administration of the requirements of this Policy.

(3) Within thirty days after each anniversary date of the effective date of this Policy, the Chief Enforcement Officer shall submit a report to the Town Board including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Commissioner determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Policy.

§7. EFFECTIVE DATE

This policy shall be effective immediately upon passage.

§8. SEVERABILITY

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any

court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

Resolution was seconded by Greg Lavorgna.

This resolution was put to a vote by roll call and resulted as follows:

Town Supervisor, Arthur M. Merrill	voting aye
Councilperson, Janet Champlin	voting aye
Councilperson, Gregory L. Lavorgna	voting aye
Councilperson, Julie A. Markert	absent
Councilperson, Mark W. Mattson	voting aye

The resolution was declared to be duly adopted by the members of the Town Board of the Town of Colchester.

Supervisor reported that in September we received funds from Delaware Opportunities; this was due to a home being sold that had work done by the CDBG Grant; therefore they have sent us another project to approve for the NYS CDBG Project #260CRF-HR113-14 Program, Housing Rehabilitation Grant; Del. Opp. has approved bid for File No.CTRCD-PI 1 to D&N Improvements in the amount of \$27,422; the Community Development Specialist estimated the total cost of the project at \$30,340 plus an additional \$625 for cost of Lead Based Paint Risk Assessment by EcoSpect Inc.; \$18,042 will be paid by the AHC 4N12 Grant and \$9,380 from the CDBG #260CRF-HR113-14 Grant. Board discussed.

NO. 93-2017 10/18/17 CDBG #260CRF-HR113-14 Board Approval No.CTRCD-PI 1

Upon recommendation of Delaware Opportunities Inc., Janet Champlin made the following resolution:

BE IT RESOLVED, that the Town Board of the Town of Colchester hereby approves File No.CTRCD-Program Income 1 for the CDBG Project #260CRF-HR113-14, Housing Rehabilitation Grant and hereby authorize Supervisor Arthur M. Merrill to sign said grant approval in the amount of \$9,380.00.

Resolution was seconded by Mark Mattson, Janet Champlin-aye, Greg Lavorgna-aye, Mark Mattson-aye, Arthur Merrill-aye, Julie Markert-absent, resolution declared adopted.

Supervisor Merrill reported that the two Town Justices would like to apply to the NYS Justice Court Assistance Program for a grant to purchase a Back-up Generator, accessories and installation for Town Hall Building and for miscellaneous office equipment and supplies needed for the Courts. Board discussed.

NO. 94-2017 10/18/17 Apply for Justice Court Assistance Program

Mark Mattson made the following resolution:

WHEREAS, the Town of Colchester is in need of funds to aid the Courts in updating the court rooms and court offices; and

WHEREAS, there are funds available through the New York State Justice Court Assistance Program (JCAP);

THEREFORE, BE IT RESOLVED that the Town Board of the Town of Colchester does hereby authorize Town Justice Arthur C. Edel and Town Justice Edward J. DeRosia III to make application to the New York State Justice Court Assistance Program for Back-up Generator, accessories and installation for Town Hall Building and for miscellaneous office equipment and supplies needed for the Courts. The estimated cost of the items being applied for will not exceed \$29,055.84.

FURTHER, RESOLVED, that the Town Board of the Town of Colchester hereby authorize Supervisor Arthur M. Merrill to sign the certification of said application.

Resolution was seconded by Janet Champlin, Janet Champlin-aye, Greg Lavorgna-aye, Mark Mattson-aye, Arthur Merrill-aye, Julie Markert-absent, resolution declared adopted.

Supervisor reported that Bill Reichert has asked that we complete the NYSDOT Special Use Permit Application (Perm33c) on behalf of the Downsville Christmas Parade Committee for the annual Christmas Parade to be held on Sat., Dec. 9th. A Public Facility Permit is also needed. Board discussed.

NO. 95-2017 10/18/17 Sponsor Christmas Parade & File Perm33c

Mark Mattson made the following resolution:

BE IT RESOLVED that the Town Board of the Town of Colchester hereby sponsors the Christmas Parade to be held at 4:30PM Saturday, December 09, 2017 on NY State Highway 30 and 206, Downsville, New York and hereby authorizes the Supervisor to file the NYSDOT Special Use Permit Application (Perm33c) on behalf of the Downsville Christmas Parade Committee.

Resolution seconded by Greg Lavorgna, Janet Champlin-aye, Greg Lavorgna-aye, Mark Mattson-aye, Arthur Merrill-aye, Julie Markert-absent, resolution declared adopted.

NO. 96-2017 10/18/17 Public Facility Permit No.11-2017

Janet Champlin made the following resolution:

WHEREAS, William Reichert on behalf of the Downsville Christmas Parade Committee has applied for a Public Facility Permit to use the Pepacton Park located at 15500 State Hwy 30, on Saturday, December 9th from 4:30PM to 7:00PM for parking of Christmas Parade Floats after the parade has ended;

THEREFORE BE IT RESOLVED that the Town Board of the Town of Colchester hereby authorizes the Town Clerk to issue Public Facility Permit No.11-2017 to the Downsville Christmas Parade Committee for the use of the Pepacton Park located at 15500 State Hwy 30, Downsville, NY.

Resolution was seconded by Mark Mattson, Janet Champlin-aye, Greg Lavorgna-aye, Mark Mattson-aye, Arthur Merrill-aye, Julie Markert-absent, resolution declared adopted.

Supervisor reported that we need to post notice before November 1st of the Seasonal Limited Use Highways and the Winter Road & Sidewalk Maintenance Public Notice. Highway Supt. Eck stated there were no changes. Board discussed.

NO. 97-2017 10/18/17 Seasonal Limited Use Highways

Greg Lavorgna made the following resolution:

WHEREAS, pursuant to Section 205-a of the Highway Law which authorizes the Town Highway Superintendent annually before November 1st to designate any highway without occupied residences or commercial buildings dependent upon the road access as a "Seasonal Limited Use Highway";

THEREFORE, BE IT RESOLVED that the Town Board of the Town of Colchester hereby accepts the Highway Superintendent's recommendation to designate the following Town of Colchester Highways as Seasonal Limited Use Highways:

- Dry Brook Road
- Hawks Hollow Road
- Berg Brook Road
- Horse Brook Road- from the junction of Rogers Hill Road to Morton Hill Road
- Lower Russell Brook Road- from entrance of Russel Brook Campground northeasterly to said point of abandonment, being 523 feet.
- Upper Russell Brook Road- from its intersection with Morton Hill Road southwesterly to said point of abandonment, being 4,137 feet.
- Murphy Hill Road- from 1407 Murphy Hill Road to the end
- Baxter Mt. Road- from Rosencranse to the end

FURTHERMORE, these highways shall be appropriately posted that snow & ice removal and maintenance may be temporarily discontinued from December 01, 2017 until April 01, 2018. Resolution was seconded by Janet Champlin, Janet Champlin-aye, Greg Lavorgna-aye, Mark Mattson-aye, Arthur Merrill-aye, Julie Markert-absent, resolution declared adopted.

Janet Champlin made the following resolution:

BE IT RESOLVED, that the Town Board of the Town of Colchester has hereby approved the Winter Road & Sidewalk Maintenance Public Notice to be posted.

Resolution was seconded by Greg Lavorgna, Janet Champlin-aye, Greg Lavorgna-aye, Mark Mattson-aye, Arthur Merrill-aye, Julie Markert-absent, resolution declared adopted.

PUBLIC NOTICE

- It is the Town of Colchester Highway Department’s goal to keep Town Highways in a passable condition during the winter months. Any obstructions located in the Town’s right-of-way may hinder the ability of snow removal and storage.
- In an attempt to clear roads, drivers try to be careful not to damage any obstruction in the right-of-way; however that is not always possible. Therefore, any damage which may be done to mailboxes and fences while the Town Highway Department is trying to maintain the roads during the winter, will no longer be repaired or replaced by the Town, but will be the owner’s expense.
- Vehicles parked on the Town right-of-way are also a hindrance when trying to clear roads of snow. Attempts will be made to contact the owners of such vehicles so they can be removed. However, if the Highway Dept. is unable to reach the owner, or if the vehicle is not removed, the Town will have the vehicle towed, at the owner’s expense.
- It is also a violation to plow snow across or shovel snow back into Town Highways when residents clear out their own driveways and/or sidewalks. Be it noted that violators will be prosecuted.
- Reminder to all Town of Colchester Residents, the Town has a Sidewalk Ordinance which states: Snow and ice shall be removed from sidewalks within twelve hours after the snow has stopped falling and that the sidewalk shall be continuously maintained to be kept free of snow and ice.
- Local Law No. 2-1989 states no person, firm, corporation, association or other organization shall commence the construction, enlargement, alteration, improvement of an access road or driveway from private lands to a Town Highway located in the Town of Colchester, without having applied for or obtained a Highway Access Permit from the Town Code Enforcement Officer.

Supervisor asked the Board if there were any comments or changes regarding the 2018 Tentative Budget; if not then he asked that we adopt the Tentative Budget as the 2018 Preliminary Budget and schedule the Public Hearing for the next regular meeting on November 1st. The budget increased \$39,800 over last year’s budget, a 1.82%, under our tax cap. Board discussed.

Janet Champlin made the following resolution:

BE IT RESOLVED, that the Town Board of the Town of Colchester hereby gives notice that the preliminary budget of the Town of Colchester, Delaware County, New York for the fiscal year beginning January 01, 2018 has been filed in the office of the Town Clerk of said Town, where it is available for inspection by any interested person during regular office hours. Further notice is hereby given that the Town Board of said Town of Colchester will meet and review said preliminary budget and hold a Public Hearing thereon at 7:00 PM on Wednesday, the 1st day of November, 2017 at the Town Hall, 72 Tannery Road, Downsville, New York and that at such hearing any person may be heard in favor or against any item therein contained. And further notice is hereby given pursuant to Section 108 of the Town Law that the following are proposed yearly salaries of the Town Officers of this Town:

Supervisor	\$21,000.00	Town Clerk	\$33,000.00
Councilman (4@)	3,200.00 each	Supt. of Highways	49,000.00
Town Justice (2@)	12,200.00 each	Tax Collector	6,500.00
Assessor-Chairman	11,500.00	Assessors (2@)	5,250.00 each

And further notice is hereby given that the regular monthly meeting of the Town Board will be held immediately following the Preliminary Budget Hearing. Resolution was seconded by Mark Mattson. Roll Call Vote: Janet Champlin-aye, Greg Lavorgna-aye, Mark Mattson-aye, Arthur Merrill-aye, Julie Markert-absent, resolution declared adopted.

Supervisor Merrill presented a plaque enclosed with a pen signed by the NYS Governor and Secretary of the Governor to Officer Ernest Cawley, which stated the following:

State of New York Executive Chamber

This is to certify that the pen hereunto affixed commemorates the approval of Senate Bill Number 7755, by Senator Bobacic: and in Assembly by Member of Assembly Crouch, entitled: AN ACT relating to the eligibility of Ernest Cawley to take the Competitive Civil Service Examination for the position of Police Officer in the Town of Colchester, in the County of Delaware and to be placed on the eligibility list for appointment as a full-time police officer; which became a Law on July 21, 2016 as Chapter 219 of the Laws of 2016.

Given under my hand and the Privy Seal of the State at the Capitol in the City of Albany this 23rd day of February in the Year 2017.

Supervisor Merrill made the following announcements:

- Next Regular Board Meeting Wed., November 1st with Budget Public Hearing at 7PM.

Supervisor reported on the following:

- The last round of meetings for the FUDR is scheduled for 6PM Nov. 8th at the Legion.
- Four of the five decree parties have signed the Flexible Flow Management Program.
- County 2018 Budget will be under the Tax Cap.
- Art Merrill was re-appointed to the CWT Board; Mark Tuthill is the Chairman.

Joan Homovich commented the River Master released water when they made the announcement that they have signed the Flexible Flow Management Program. She also stated that she saw in the minutes that the DWD does not have enough funds with the new bill increase. Ms. Homovich also suggested that something higher should be attached to the fire hydrant at the Covered Bridge Park; people turn around there and sometimes back into the hydrant, because it is not visible.

SUBMISSION OF BILL/EXPENSES: Janet Champlin made the motion, seconded by Mark Mattson, that the vouchers be approved, subject to any corrections or deletions, Janet Champlin-aye, Greg Lavorgna-aye, Mark Mattson-aye, Arthur Merrill-aye, Julie Markert-absent, motion carried. Abstract No.19-2017 Voucher No.525-545; Totaling \$224,065.15.

Janet Champlin made the motion to go into executive session to discuss police personnel issues, seconded by Mark Mattson, Janet Champlin-aye, Greg Lavorgna-aye, Mark Mattson-aye, Arthur Merrill-aye, Julie Markert-absent, motion carried. Officer Cawley was invited to stay. Board entered executive session at 8:00 PM. Councilwoman Markert entered at 8:01PM. Board held discussion. Janet Champlin made the motion to enter back into regular session, seconded by Mark Mattson, all in favor, motion carried. Board entered regular session at 8:10 PM. Board made no decision forthcoming.

With no further business, Julie Markert made the motion for adjournment, seconded by Greg Lavorgna, all in favor, motion carried. Meeting adjourned at 8:11 PM.

Respectfully Submitted:

Julie B. Townsend, Town Clerk