

2023 Org. Mtg. and TB Mtg.
 2023 ORGANIZATIONAL MEETING AND
 REGULAR TOWN BOARD MEETING
 COLDEN TOWN HALL – January 6, 2023

MEETING CALLED TO ORDER AT 6:03PM
 SUPERVISOR DePASQUALE OPENED THE MEETING WITH A MOMENT OF SILENCE
 FOR COLLEEN MARIE BAYER AND THOUGHTS FOR A QUICK RECOVERY FOR
 DAMAR HAMLIN FOLLOWED BY THE PLEDGE OF ALLEGIANCE.

PRESENT: Councilman Dennis Robinson
 Councilman Jesse Hrycik
 Councilwoman Patricia Zurbrick
 Councilman Gerald Pietraszek
 Supervisor James DePasquale

ALSO

PRESENT: Bldg. Insp/Code Enf. Officer John Kotlarsz
 Bldg. Insp/Fire Insp. Thomas Dzuilko
 Town Clerk Christina Kerlin
 Approximately 2 Residents

2023 ORGANIZATIONAL MEETING

Councilman Pietraszek read the following:

1. The elected Town Officials are salaried for the year 2023 as per budget as follows:

Supervisor	James Depasquale	<u>\$33,748.00</u>
		\$33,748.00
Budget Officer	Tammy Nuttle	\$2,743.00
Council Members (4)	Dennis Robinson	\$6,956.00
	Patricia Zurbrick	\$6,956.00
	Jesse Hrycik	\$6,956.00
	Dennis Robinson	<u>\$6,956.00</u>
		\$27,824.00

Town Clerk	Christina Kerlin	\$47,204.00
	HWY Clerk Typist	\$3,251.00
	Vital Stats	<u>\$642.00</u>
		\$51,097.00
Highway Supt.	Lee Wohlheuter	\$73,916.00
Town Justice (2)	Michael Schneider	\$13,996.00
	Martin McMahon	<u>\$13,996.00</u>
		\$27,992.00

2. Highway employee's salaries for 2023 as per contract are as follows:

MEO	\$30.43 hr.	Motor Equipment Operators
MEO	\$45.64 hr.	Overtime

3. Deputy highway Superintendent of highways will assume his duties during the absence or inability of the town superintendent of highways and be vested with all the powers and duties of the town superintendent as provided by law.

All town equipment such as keys, truck, phone & pertinent information containing to the duties of the job (access to computer, etc.) will be turned over to deputy in the Superintendents absence.

The compensation for this position will be as follows: Regular pay \$30.43 plus \$5 extra per hour for a rate of \$35.43 per hour & overtime rate of \$45.64 plus \$7.50 extra per hour for an overtime rate of \$53.14 per hour. A minimum of 1 hour will be compensated for all call outs, checking roads & etc.

4. RESOLVED THAT **Ronald Bennett** be appointed contractually as Attorney for the Town in accordance with Section 20 (2) (b) to serve as needed throughout the year of 2023 at a flat fee of **\$12,000.00** for general municipal legal services and \$195.00 per hour for court municipal litigation. One (1) year term ending December 31, 2023.
5. RESOLVED THAT **Brian Attea** be appointed as Town Prosecutor at a rate of **\$120.00** per hour. **Ryan F. McCann Esq.** be appointed to Deputy Town Prosecutor at **\$120.00**.
6. RESOLVED THAT **Steven Lehman & Paul Sobkowiak** be appointed Constables to the Justices for the year 2023. to be appointed as Assistant Constable when regular

constables are not available. All constables to serve with compensation of **\$22.06** an hour to be paid bi-weekly.

7. RESOLVED THAT **Mark Adamchick** be the Certified Public Accountant for the Town of Colden for the year 2023 a flat fee of **\$7200.00** for AUD and Budget preparations and **\$85.00** per hour for auditing books quarterly.

Councilman Robinson read the following:

8. RESOLVED THAT **Christina Kerlin** be appointed as Highway Account Clerk Typist.
9. RESOLVED THAT **Dawn Martin** be retained as the town assessor at the rate of **\$19,500.00** per year.
10. RESOLVED THAT Town Clerk **Kerlin** appoints **Deborah Jusiak** as Deputy Town Clerk at a salary of **\$34,580.00**.
11. RESOLVED THAT **Supervisor DePasquale** appoints **Tammy Nuttle** as Secretary/bookkeeper to the Supervisor at a salary of **\$34,580.00**.
12. RESOLVED THAT **Shannon Miller** be appointed as Dog Control/Dog Census Officer with a salary of **\$11,255.00** yearly to be paid bi-weekly. The DCO shall assume responsibility for preparing a monthly report to the Town Board on duties performed with full details according to town code. DCO shall submit and maintained an accurate town wide dog census through the year 2023.

RESOLVED THAT the **DCO** be authorized to accept and obtain all information and certificates pertaining to the licensing of a canine in order to release a seized canine to the owner outside of regular business hours. All information and certificates collected will be turned over to the Town Clerk on the next regular business day for processing.

13. RESOLVED THAT **John Kotlarsz** be appointed as Code Enforcement Officer in charge of Zoning & Enforcement with a salary of **\$15,361.00** yearly to be paid bi-weekly.

RESOLVED THAT **Thomas Dziulko** be appointed as Code Enforcement Officer / Fire Inspector regarding zoning, enforcement with the salary of **\$15,361.00** yearly to be paid bi-weekly.

RESOLVED THAT Deborah Jusiak be appointed Code Enforcement clerk with the salary \$2,743.00 yearly to be paid bi-weekly.

14. RESOLVED THAT **Greg Adams** be appointed Water Operator at a rate of **\$24.59** per hour as needed with no benefits. Employee to be paid at the first payroll following service rendered.

RESOLVED THAT **Ron Smith** be appointed as Water District Clerk at an hourly rate of **\$19.00** per hour to be paid bi-weekly.

RESOLVED THAT **Ron Smith** be appointed as Assistant Water Worker at an hourly rate of **\$17.51** per hour to be paid bi-weekly.

15. RESOLVED THAT **Kalei Brautlacht** be appointed to Town Grounds/Maintenance Worker at a rate of **\$21.22** per hour as needed with benefits. Employee to be paid at the first payroll following service rendered.

16. RESOLVED THAT **Jaime Richards** be appointed as court clerk with a wage of **\$19.00** per hour paid bi-weekly.

RESOLVED THAT **Marie Falzone** be appointed as Court Clerk Assistant/Trainer with a wage of **\$19.00** per hour paid bi-weekly.

RESOLVED THAT the **Court Stenographer** be appointed as Court Stenographer with a wage of **\$110.00** for two hours worked and \$65.00 for each additional hour to be paid contractually.

Councilwoman Zurbrick read the following:

RESOLVED THAT **Kip Palmateer** be appointed as Recreation Supervisor at a yearly salary of **\$13,345.00** to be paid bi-weekly with no benefits.

RESOLVED THAT **Tina Mary** be appointed as Recreation Assistant Supervisor at a yearly salary of **\$6,673.00** to be paid bi-weekly with no benefits.

RESOLVED THAT **Carrie DePasquale** be appointed as Recreation Assistant Supervisor at a yearly salary of **\$6,048.00** to be paid bi-weekly with no benefits.

17. RESOLVED THAT **Amy Brautlacht** be hired as part-time cleaner for the Senior Center and the Town Hall at a rate of **\$16.48** per hour.

18. RESOLVED THAT **Brian Sudyn** be appointed as Disaster Coordinator and **Lee Wohlueter** be appointed as Assistant Disaster Coordinator.

WAGES & SALARIES

RESOLVED THAT HOURLY EMPLOYEES be paid the following salaries, commencing January 1, 2023 to be paid bi-weekly unless otherwise noted:

Skilled Laborers:	\$17.51 per hour
Recreation Workers:	\$14.42 per hour
Tennis Instructor:	\$17.91 per hour
Umpires & Referees:	\$14.42 per hour for Soccer and Baseball; \$14.42 Hockey for Floor Hockey
Board of Assessment Review	\$14.20 per hr. or \$50.00 a day for school/review (whichever greater)

19. RESOLVED THAT **USI Insurance Service** be the insurance agent for the Town of Colden for the year of 2023.

RESOLVED THAT this Board approve as the form and amount the Employee’s Blanket Bond—which includes the offices of Supervisor & his Secretary, Highway Superintendent, Town Justices, Court Clerk, Town Clerk—Tax Collector, and her Deputy, Peace Officer, Councilmen, Youth Supervisors, Code Enforcement Officers, Dog Control Officer & Emergency Manager and Water Clerk.

RESOLVED THAT the regular monthly meeting of the Colden Town Board for the year of “2023” shall be held on the second Thursday of each month at **7:00 PM** for the regular time and date of the Town Board meeting unless otherwise resolved to change and that the October Board Meeting be held on October 5th and the November meeting be held on November 2nd)

RESOLVED THAT any business to be brought to the attention of the Colden Town Board by any elected or appointed official or by the public be submitted for the agenda **72 hours** prior to a meeting.

RESOLVED THAT **the Springville Journal** be the official newspaper of the Town of Colden for the year 2023.

RESOLVED THAT **ALL BOARDS** receive a copy of the unapproved **Board Minutes (from all Town Boards)** for public review within **ten business days** from the date of such meetings. (Open Meeting Law 106) All Boards to receive a copy of the **agenda 48 hours** prior to the meeting.

RESOLVED THAT the Town Board will hold a work session the second **Thursday** of each month at **6 PM** at the Town Hall. If a work session is not necessary and the Town Board does not meet it will be posted on the front door of the Town Hall.

RESOLVED THAT **Christina Kerlin** be appointed as the Record Access Officer to accept and receive all **FOIL** requests

Councilman Hrycik read the following:

RESOLVED THAT the Town of Colden **Tax Assessor** be authorized to re-levy any unpaid water bills to be submitted prior to November 20th of each year

RESOLVED THAT warrants and abstract checks to be paid within terms of invoice or seven days of authorization.

RESOLVED THAT Bank of Holland be designated as the official depository for all Town of Colden funds.

RESOLVED THAT **Supervisor DePasquale** is authorized to endorse checks, withdraw or transfer funds with the Bank of Holland and **Patricia Zurbrick** is authorized to endorse checks in the event the Supervisor is absent.

RESOLVED THAT **Patricia Zurbrick** be appointed as Deputy Town Supervisor and is authorized to endorse checks and act on behalf of the Supervisor in the event the Supervisor is absent.

RESOLVED THAT **Tammy Nuttle** is hereby authorized by the Supervisor to obtain information and direct telephone transfers for all Town of Colden Checking and Savings accounts.

RESOLVED THAT the Investment Policy for the Town of Colden be adopted.

RESOLVED THAT the Procurement Policy for the Town of Colden be adopted.

RESOLVED THAT the **Supervisor** be authorized to invest any surplus monies and tax monies as prescribed by law, wherever most advantageous rates are available.

RESOLVED THAT pursuant to Section 118 of NY Town Law the Town Board authorizes payment of claims presented to the Town Board and such voucher shall be

accompanied by a statement by the officer who originates the claim that he approves the claim and the services were actually rendered or supplied and the equipment actually delivered in lieu of the verification of the creditor.

RESOLVED THAT pursuant to Section 118 of NY Town Law the Town Board may permit the Supervisor to pay claims for public utilities, insurance, debt service, postage, freight and express charges, before they are audited or reviewed by the Town Board.

RESOLVED THAT the Highway Superintendent be requested to present with all vouchers, signed invoices showing who received what material and on what date.

RESOLVED THAT all officers be permitted to attend meetings of a legal nature and be reimbursed for the costs. Conferences should be told to the town board prior to attendance. Dues for national, state and county associations shall be paid by the Town of Colden from General Funds.

RESOLVED THAT all employee reimbursement requests are submitted within 60 days of said expenditures to be eligible for payment within the budgetary year.

RESOLVED THAT any official using his automobile on Town Business shall be reimbursed based on **\$.625** per mile, upon submission of a duly executed voucher, stating the date, reasons for travel and the number of miles. That food allowance for employees who attend business meetings or seminars for the Town of Colden be allowed to **\$70.00** per day. Food Allowance for NY City will be **\$125.00** a day. Receipts will be required for reimbursement.

RESOLVED THAT Meals on Wheels volunteers for the Town of Colden be reimbursed based on **\$.625** per mile, upon submission of a duly executed voucher, stating the date(s) and number of miles.

Supervisor DePasquale read the following:

20. RESOLVED THAT the Tax Collector & Town Clerk retain a petty cash fund of **\$100.00** each during 2023, Supervisor retain a petty cash fund of **\$200.00** during 2023, Water District Clerk retains a petty cash fund of **\$150.00**.

RESOLVED THAT the Town Clerk retain a petty cash fund of **\$100.00** during 2023 for collection of Water District Payments.

RESOLVED THAT the Supervisor be authorized to pay the bills for all funds including payroll and the Town Board shall audit the bills every month prior to the Town Board meeting.

RESOLVED THAT the Supervisor shall submit to the Town Clerk within 60 days after the close of the fiscal year a copy of the report sent to the State Comptroller as required by Section 30 of the General Municipal Law; and thereafter a summary of such report to be published pursuant to law. Upon written request from the chief fiscal officer, the comptroller may extend the period for filing such report for an additional sixty days.

21. NEXT ITEMS ARE APPOINTMENTS & COMMITTEES

I appoint **Joseph Marron** as Town Historian at the yearly salary of **\$836.00**

I appoint **Dennis Robinson** as Affirmative Action Officer

Town Law Section 6 authorizes the Supervisor to appoint solely in his or her discretion, committees consisting of the members of the Town Board. Since the Supervisor has the discretion regarding the creation of these committees as well as appointments of the Town Board member, the Supervisor also has the discretion of which matters are referred to the committee.

The following committees for the year 2023 appointed by the Supervisor:

Buildings	Councilman Robinson
Code Enforcement	John Kotlarsz/Tom Dzuilko
Community Development	Councilwoman Zurbrick
Dogs	Councilman Robinson
Environment	Councilman Pietraszek
Highway & Parks	Superintendent Wohlhueter/Councilman Robinson
Insurance	Councilman Robinson
Library	Councilman Hrycik
Personnel & Training Coordinator	Councilwoman Zurbrick
Planning	Councilman Hrycik
Water District	Councilman Pietraszek
Youth/Adult Recreation	Councilwoman Zurbrick

22. RESOLVED THAT attendance at board sessions is an essential responsibility of board members. Failure to attend 70% of sessions is grounds for revocation of appointment.

23. RESOLVED THAT **Crystal Barrett** be appointed as Secretary of the Board of Assessment Review, Planning, Environmental & Zoning with a wage of **\$19.00** per hour paid bi-weekly.

**24. Planning Boards (7 – 7 Year Appointments)
Meets the 3rd Tuesday of each month @ 7 PM**

Robert J. Walker	December 31, 2024
Walter Kammer	December 31, 2025
Andrew Gow	December 31, 2027
Cheryl Schenne	December 31, 2028
Dakota Firgione	December 31, 2029
George Reinhardt	December 31, 2023
Jacqueline May	December 31, 2026

Supervisor DePasquale read the following:

25. Environmental Board (5 – 2 Year Appointments)

Meets the 1st Tuesday of each month @ 7 PM

Craig Bouguin	December 31, 2024
Deborah Pasco	December 31, 2024
Linda Antkowiak	December 31, 2023
Ellen Eigenbrod	December 31, 2025
Deborah Jusiak	December 31, 2026

26. Zoning Board (5 – 5-Year Appointments).

Meets the 3rd Thursday of each month @ 7 PM

Andrew Geist	December 31, 2027
Bernie Horschel	December 31, 2026
Alexander Keogan	December 31, 2025
Shawn Webster	December 31, 2023
Mark Bus	December 31, 2024

27. Board of Assessment Review (5 – 5 Year Appointments) 4th Tuesday of May

Jill Masset	September 30, 2027
Megan Jarecki	September 30, 2026
John Pasco	September 30, 2025
Keith Van Lew	September 30, 2024
Craig Bouquin	September 30, 2027

28. **RESOLVED THAT** all Department Heads and Volunteer Board Chairman's are to submit reports and/or requests to the Town Clerk within 72 hours prior to the monthly Town Board meeting. A representative from each department or board are encouraged to attend the monthly Town Board Meeting.

Supervisor DePasquale asked the Town Board if they had any questions. Response No.

Approve the Organizational Appointments for 2023

MOTION made by Councilwoman Zurbrick and seconded by Councilman Hrycik to approve the 2023 Organizational appointments as read.

On the Vote: Councilman Dennis Robinson - yes
Councilman Jesse Hrycik - yes
Councilwoman Patricia Zurbrick - yes
Councilman Gerald Pietraszek - yes
Supervisor James DePasquale – yes

Organizational meeting adjourned at 6:25pm.

Recessed for review of the Town Board Books for the Supervisor/Bookkeeper, Town Clerk/Tax Collector and Town Justices

Supervisor DePasquale stated that the books are also available for review anytime during the year.

Meeting called back to order at 6:33pm.

REGULAR TOWN BOARD MEETING

MINUTES:

MOTION made by Councilman Robinson and seconded by Councilman Pietraszek and unanimously approved the minutes for the Regular Town Board meeting held on December 8, 2022 as presented with a correction on page 2 West Falls/Colden Fire Company votes were from 6pm to 9pm not 6pm to 8pm.

OLD BUSINESS

None

NEW BUSINESS

None

COMMITTEE REPORT

BUILDING REPORT

Supervisor DePasquale stated that on January 18th the new Vaspian phone system will be installed at the Town Hall, Senior Center, and Highway garage. Councilman Robinson will contact Spectrum to set up WIFI in the Senior Center.

CODE ENFORCEMENT OFFICER REPORT

Report for the month of December 2022 – Bldg. Insp/Code Enf. Officer, John Kotlarsz reported that there were:

- 9 Building Permits Issued
- 1 New Dwelling Permit Issued(10969 Darien Road)
- 13 Certificates of Compliance
- 2 First Notice of Violation
- 1 Order to Remedy Violation
- 3 Fire Inspection
- 3 Phone Complaints

COMMUNITY DEVELOPMENT REPORT

Councilwoman Zurbrick reported that the following:

Feed More Mobile Food Truck

Service resumes January 26, 2022, starting at 1:30pm till gone at the Colden Fire Hall.

Bread of Life Outreach and Gabe's on the Hill Hours:

Tuesday, 10am – 5pm

Wednesday, 1pm – 5pm

Thursday, 3pm – 6pm

Friday, 3pm – 6pm

Saturday, 9am – 12pm

Food Pantry Hours:

Thursday, 3pm – 6pm

Saturday, 9am – 12pm

DOG CONTROL OFFICER REPORT

Councilman Robinson reported that DCO Shannon Miller received a call from a resident that 2 missing Shiloh Shepard's ran off, resident called later to say they returned home. A man called about rehoming his dog due to his baby being allergic. Advised him to contact some rescues to help find them a home. A call was received about a reoccurring dog that has been running around up at the park, the owner was issued another ticket to appear in court and advised to put his dog on a run. A call received from a Springville resident about his missing husky dog and wondering if we received any calls. The dog returned two days later.

ENVIRONMENTAL BOARD REPORT

No report

HIGHWAY REPORT & PARKS

Supervisor DePasquale reported that the Titan Man Basket was received and will be put together once there is time in the highway department schedule. Harnesses were not received yet, Councilman Robinson has some that can be used in the meantime if needed.

The "Agreement to Spend" was submitted to the Town Board.

Approve Agreement to Spend

MOTION made by Councilman Hrycik and seconded by Councilman Pietraszek and unanimously approved to accept the "Agreement to Spend" in the amount of \$190,568.89. may be expended for general repairs and improvements upon the town roads and culverts for the 2023 year.

INSURANCE REPORT

Councilman Robinson reported that in the event an employee has any changes or questions to their policy to contact April Hartloff.

LIBRARY REPORT

Councilman Hrycik reported that the West Falls Library will hold a Winter Gnome making craft on January 19th at 6:00pm call to register.
Boston Library has a Winter Reading Challenge starting on Saturday, January 1st through Tuesday, February 28th.

Check the Library Website for more activities:

West Falls Library Hours

Monday 6pm – 8pm
Tuesday 2pm – 4pm
Wednesday 6pm – 8pm
Thursday 10am – Noon (Story Hour 10:30am)
Friday 10am - Noon

Boston Library Hours

Monday 10am – 7pm
Tuesday 12pm – 8pm
Wednesday Closed
Thursday 10am – 7pm
Friday 12pm – 5pm
Saturday 10am – 2pm

PERSONNEL & TRAINING REPORT

No report

PLANNING BOARD REPORT

No meeting this month

Supervisor DePasquale stated that Peter Newsome left the Planning Board at the end of his 7-year term which expired 2022 due to personal reasons and was Thanked for his time on the board, he was very instrumental with the 2020 Census here in town. Dakota Forgione submitted a letter for the Planning Board vacancy.

Appoint Dakota Forgione as Planning Board Member

MOTION made by Councilman Robinson and seconded by Councilwoman Zurbrick and unanimously approved Dakota Forgione as a Planning Board member for a 7-year term starting January 2023 to 2029.

WATER REPORT

Councilman Pietraszek reported that at the present time consumption billed by Erie County Water Authority for the prior month is 125,000 gallons at a cost of \$3,736.92 + \$296.46 = \$4,033.38 expenditure.

*ECWA water cost \$3.21/Thousand

*Infrastructure charge will increase from \$296.46 to \$332.04 (\$35.58 more a month) for 2023

*Williamson Law is still working on the payment posting the issue is it records in sewer and not water account.

*One delinquent backflow test for the Colden Market which closed at the end of 2022.

*Water Operator Greg Adams is replacing poles by the fire hydrants that have broken.

*Neptune reader has developed an APP and will be moving away from N_SIGHT Nomad by 2025 which will be cloud based on numbers and payable yearly.

*There were a few leaks this month one at the trailer park which had 4 lines break and at the Buffum house at the meter, owners' responsibility.

*DOH-4204 filed with ECWA

YOUTH/ADULT RECREATION REPORT

Asst. Recreation Director Carrie DePasquale is working on a CPR course.

OLD BUSINESS

None

NEW BUSINESS

None

RESOLUTIONS

None

BUDGET TRANSFERS

None

TOWN CLERK REPORT

Town Clerk Kerlin reported that the 2023 Annual Meeting and Training School will be held at the New York Marriott Marquis, February 19-22, 2023, if interested see her for information to sign up.

SUPERVISOR’S REPORT

Supervisor DePasquale reported that a contract has been signed for the temporary shoring of the creekbank for Murray Hill Road mudslide and work will start once the permits are received and contractor is lined up.

The highway department did an awesome job during the December 23rd through the 25th. winter storm. Supervisor DePasquale and Emergency Manager Bryan Sudyn along with the Fire Company put in place a warming center at the Colden Fire Hall.

A purchase of 20 cots, 20 pillows and 40 blankets were purchased by the town for use if needed at the warming station. Funds will be used from the CARES Act Monies to cover the expense and the items will be stored at the fire hall. There were minimal power outages during the storm which real was concentrated over the City of Buffalo, but the town was prepared if the weather moved our way.

An emergency trailer with contents is being worked on for use during a bad weather event or a town event.

Supervisor DePasquale brought up the fact that Lee Wohlhueter was appointed to Highway Superintendent last year to fill the vacancy, Lee had 11 vacation days, 3 personal days and 12 sick days that he could be paid for. Jim asked the Town Board for a motion to compensate Lee for the 26 days he had coming to him.

Approve to Compensate Acquired Time

MOTION Made by Councilman Pietraszek and seconded by Councilman Robinson and unanimously approved to compensate Lee Wohlhueter the 11 vacation days, 3 personal days and 12 sick days that he could be paid for at the rate of MEO highway worker for 2022.

PAY BILLS

MOTION made by Councilwoman Zurbrick and seconded by Councilman Pietraszek and unanimously approved to pay the following bills.

General Fund Warrant Voucher #2022-527 to #2022-565	\$ 21,934.71
Highway Fund Abstract Voucher #2022-188 to #2022-200	\$ 97,285.83
Water District Voucher #2022-67 to #2022-70	\$ 4,242.53
Lighting District Voucher #2022-22	\$ 216.67
Refuse Fund Voucher #2022-13	\$ 26,055.05

General Fund Warrant Voucher #2023-01 to #2023-21	\$ 73,693.90
Highway Fund Abstract Voucher #2023-01 to #2023-02	\$ 3,409.58
Water District Voucher #2023-01	\$ 4,242.53

PRIVILEGE OF THE FLOOR

John Kotlarsz asked if in the future a list could be started for volunteers to work at a warming station if needed during a winter snowstorm, especially after the past storm which left a significant amount of snow.

Discussion took place on an emergency evacuation center, and a plan that would be compiled on a storm preparedness plan.

Councilwoman Zurbrick stated that she received a complaint from a resident about a unlicensed vehicle parked in front of a residents house on State Road by the Shelley property. Code Enforcement will check and see what is going on and if in violation a order to remedy will be sent to the homeowner.

ADJOURN

MOTION made by Councilwoman Zurbrick and seconded by Councilman Hrycik and unanimously adjourned the meeting at 7:20pm.

Respectfully submitted,

Christina M. Kerlin
Town Clerk