

The Smithfield Town Council met in regular session on Tuesday, October 7, 2014 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall. Mayor John H. Lampe II. presided.

Councilmen Present:

M. Andy Moore, Mayor Pro-Tem
Marlon Lee, District 1
J. Perry Harris, District 2
Travis Scott, District 3
Roger A. Wood, District 4
Emery D. Ashley, At-Large
Charles A. Williams, At-Large

Councilmen Absent

Administrative Staff Present

Paul Sabiston, Town Manager
Lenny Branch, Public Works Director
Paul Embler, Planning Director
Kenneth C. Griffin, Public Utilities Director
Patrick Harris, Emergency Services
Gary Johnson, Interim Parks & Rec Director
Mike Scott, Police Chief
Greg Siler, Finance Director
Shannan Williams, Town Clerk

Present:

Bob Spence, Town Attorney

Staff Absent:

Tim Kerigan, Human Resources/PIO

The invocation was given by Councilman Scott followed by the Pledge of Allegiance.

APPROVAL OF AGENDA:

Councilman Williams made a motion, seconded by Councilman Wood, to move Business item # 1: *Bid Award and Contract Approval for the Replacement of HVAC units at Town Hall and the Police Department* to the Consent Agenda. Unanimously approved.

Councilman Scott made a motion, seconded by Councilman Harris, to approve the agenda with the additional following amendment:

- *Remove Presentation #4 - Presentation of the Economic Development Strategic Plan by Rocky Lane.*

Unanimously approved.

PRESENTATIONS:

1. Recognition Sergeant Jason Beyer and K-9 Officer Kenneth Hundley for obtaining the Advanced Law Enforcement Degree.

Police Chief Mike Scott and Mayor Lampe presented Sergeant Jason Beyer and K-9 Officer Kenneth Hundley with their framed Advanced Law Enforcement Certificates. Members of Council expressed their appreciation to Sergeant Beyer and K-9 Officer Hundley for their dedication and service to the Town of Smithfield.

2. Appearance Commission Annual Report

Appearance Commission Chairperson Anita Liverman presented the Council with the Smithfield Appearance Commission FY 2013-2014 Annual Report and the FY 2014-2015 Proposed Plan of Work.

Councilman Williams commended Mrs. Liverman and the members of the Appearance Commission for their hard work and dedication to the Town.

3. Presentation by Johnston County Economic Development Director Chris Johnson

Johnston County Economic Development Director Chris Johnson made a presentation to the Council on Economic Development in Johnston County and Smithfield.

PUBLIC HEARINGS: None

CITIZENS COMMENTS: None

CONSENT AGENDA:

Councilman Harris made a motion, seconded by Councilman Wood, to approve the following items as listed on the Consent Agenda:

1. Approval of Minutes:
 - September 2, 2014 – Regular Meeting
 - September 2, 2014 – Closed Session
 - September 16, 2014 – Special Meeting
 - September 16, 2014 – Closed Session
2. Special Event – Carolyn Penny – A Walk to Prevent Child Abuse – gained approval in 2012 to conduct an annual outdoor non-profit event starting at the Amphitheater at the Town Commons, progressing along the Buffalo Creek Greenway and ending at the Community Park. The event will be held on April 11, 2015 between the hours of 7:45 a.m. and 2:30 p.m.
3. Special Event – Executive Director Sarah Edwards on behalf of the Downtown Smithfield Development Corporation (DSDC) gained approval to close Third Street between Market and East Johnston Street on October 11, 2014 between the hours of 7:00 am – 4:00 pm for the purpose of filming a movie trailer. There will be no amplified sound or food sales. This event was approved in September by the Council but had to be rescheduled due to inclement weather.
4. Approval of Aid Agreement with Johnston County for Fire Protection.
5. Approval of Resolution # 549 (11-2014) declaring equipment as surplus personal property and the approval of the electronic auction of surplus personal property.

**TOWN OF Smithfield RESOLUTION # 549 (11-2014)
Authorizing the Sale of Certain
Personal Property at Public Auction**

WHEREAS, the Town Council of the Town of Smithfield desires to dispose of certain surplus property of the Town in accordance with NC GS 160A-270 and two items to be exchanged in accordance with NC GS 160A-271; and

WHEREAS, the Town Council of the Town of Smithfield desires to utilize the auction services of a public electronic auction service.

NOW, THEREFORE, BE IT RESOLVED by the Town Council that:

- The following described property is hereby declared to be surplus to the needs of the Town:

Model/Vin/Ser.#			Dept	Description		
1GCFC24K7LE206593			Electric	1990 Chevrolet 2500 Truck		
<u>Transformers</u>			<u>Electric</u>			
<u>#</u>	<u>KVA</u>	<u>CSP/Conv</u>	<u>Brand</u>	<u>Serial #</u>	<u>OH/UG</u>	<u>1 or 3 Phase</u>
1	50	CSP	WH	67AF8517	OH	1
<u>Transformers</u>			<u>Electric</u>			
<u>#</u>	<u>KVA</u>	<u>CSP/Conv</u>	<u>Brand</u>	<u>Serial #</u>	<u>OH/UG</u>	<u>1 or 3 Phase</u>
3	50	CSP	McGraw	85NB414-019	OH	1
4	25	CONV	AC	4032136	OH	1
5	25	CSP	ABB	94A190445	OH	1
6	25	CSP	AC	4032132	OH	1
7	25	CONV	AC	4032132	OH	1
8	25	CSP	AC	7217-5844341	OH	1
9	100	CONV	WH	5N75551	OH	1
10	75	CONV	AC	4506759	OH	1
11	100	CONV	Elect.Motor	5N75552	OH	1
12	50	CONV	Dowzer	70H29095	OH	1
13	25	CONV	AC	4474248	OH	1
14	37.5	CONV	TSS	7324-6077666	OH	1
15	25	CSP	WH	88A103528	OH-DV	1
16	25	CSP	WH	67AH8407	OH	1
17	25	CSP	AC	7238-5919541	OH	1
18	25	CSP	SE	84445462	OH	1
19	167	CONV	WH	86A433535	OH	1
20	75	CSP	WH	86A390645	OH	1
21	75	CSP	WH	74K849020	UG	1
22	100	CONV	Howard	3525844794	UG	1
Model/Vin/Ser.#			Dept	Description		
1FTDF15Y3NNA45383			Water Plant	1992 Ford F-150 Truck		
Serial #			Dept	Description		
L3-A2601			Police	IBM Lenovo R61e laptop		
L3-A2602			Police	IBM Lenovo R61e laptop – Broken Screen		
L3-A2603			Police	IBM Lenovo R61e laptop		
L3-A2604			Police	IBM Lenovo R61e laptop		
L3-A2605			Police	IBM Lenovo R61e laptop		
L3-A2606			Police	IBM Lenovo R61e laptop – Broken Screen		
L3-A2607			Police	IBM Lenovo R61e laptop		
L3-A2608			Police	IBM Lenovo R61e laptop – Broken Screen		
L3-A2609			Police	IBM Lenovo R61e laptop – Dbl Ram		
L3-A26010			Police	IBM Lenovo R61e laptop		
L3-A26011			Police	IBM Lenovo R61e laptop – Broken Screen		
L3-A26012			Police	IBM Lenovo R61e laptop		

L3-A26013	Police	IBM Lenovo R61e laptop
L3-A26014	Police	IBM Lenovo R61e laptop
L3-A26015	Police	IBM Lenovo R61e laptop
3722	Gen. Gov	Dell Computer
	Gen. Gov	Dell Computer
4085	Gen. Gov	Wintech Computer
3587	Gen. Gov	Wintech Computer
4416	Gen. Gov	Wintech Computer
3615	Gen. Gov	Wintech Computer
3721	Gen. Gov	Wintech Computer
3555	Gen. Gov	Wintech Computer
	Gen. Gov	Antec Computer
	Gen. Gov	HP Printer
	Gen. Gov	HP Printer
	Gen. Gov	HP Printer
Items	to be	Exchanged (for like property)
TO4163435	Fire	Zoll M- Series Cardiac Monitor
TO4163434	Fire	Zoll M-Series Cardiac Monitor

- The Town Manager or his designee is authorized to receive, on behalf of the Town Council, bids via public electronic auction for the purchase of the described property.
 - The public electronic auction will be held beginning no earlier than October 17, 2014
 - The Town Council further authorizes the disposal of Town surplus property by use of a public electronic auction system provided by GovDeals Inc. The property for sale can be viewed at www.govdeals.com. Citizens wanting to bid on property may do so at www.govdeals.com. The terms of the sale shall be: All items are sold as is, where is, with no express or implied warranties; All items will be sold for cash or certified check only; Payment must be received for all items sold before they may be removed from the premises; All items sold must be paid for and removed from the site of the sale within 5 business days of the sale, or they will be subject to resale.
 - The Town Clerk shall cause a notice of the public auction for surplus property to be noticed by electronic means in accordance with G.S. 160A-270(c), available on the Town of Smithfield website www.smithfield-nc.com
 - The highest bid, if it complies with the terms of the sale, may be accepted by the Finance Director or his designee and the sale consummated.
 - The items listed as “ITEMS TO BE EXCHANGED” will be exchanged in accordance with NCGS 160A-271 for like property.
6. Approval to allow Mayor Lampe to execute the N.C. Parks and Recreation Trust Fund (PARTF) Project Agreement.

7. New Hire Report – The following positions were recently filled following vacancies in accordance with the Adopted FY 14-15 Budget.

Asst. Aquatics Supv.	Parks & Recreation	10-6220-0200	\$13.49/hr. (\$28,059.20/yr.)
P/T Pool Staff	Parks & Recreation	10-6200-0220	\$7.50/hr.
P/T Game Official	Parks & Recreation	10-6200-0210	\$20.00/hr.
P/T SRAC Staff	Parks & Recreation	10-6220-0210	\$9.50/hr.
P/T SRAC Instructor	Parks & Recreation	10-6220-0230	\$15.00/hr.
P/T Janitor	Parks & Recreation	10-6200-0210	\$9.00/hr.

8. Bid award & contract approval to B&S Air Conditioning in the amount of \$29,538.00. The scope of work will consist of replacing six (6) York rooftop HVAC units at Town Hall and 1 York ground level HVAC unit at the Police Department. The estimates received for the replacement project are as follows:

B&S Air Conditioning	\$29,538.00
SPC (Southern Piping)	\$35,000.00
Hines Heating & Air	\$39,450.00
Carolina Comfort	\$55,103.94

Unanimously approved.

BUSINESS ITEMS:

1. Electric Economic Development Rider

Public Utilities Director Ken Griffin addressed the Council on a proposed electric economic development rider for nonresidential customers. Mr. Griffin stated that the Town of Smithfield’s electric rates do not include an Economic Development Rider for existing customers or Economic Development rate for new customers. The Town and Johnston County have been approached by a large existing industrial customer who is contemplating a significant expansion by relocating most or all of their out-of-state operations, equipment and employees to Smithfield. Public Utilities staff in cooperation with Electricities has prepared an economic analysis for this industrial customer of current and future electric costs including the above mentioned significant expansion. For this analysis Public Utilities used: the Coordinated Peak Demand (load-shedding generator program), a reduction from two electric meters to one such that only one base rate is charged, and the proposed Economic Development Rider. The Coordinated Peak Demand (load-shedding generator program) is the most significant in potential cost savings; but the proposed Economic Development Rider offers significant additional incentive to the business to relocate most or all of their out-of-state operations to Smithfield. In order to move forward, a Public Hearing must be held to amend the current electric rates.

Mayor Lampe questioned if Duke Energy Progress has a similar rate. Mr. Griffin responded that they do not.

Mayor Pro-Tem Moore questioned if this rate would apply to existing customers and new customers. Mr. Griffin responded that it would.

Mayor Pro-Tem Moore made a motion, seconded by Councilman Harris, to move forward with the proposal and schedule a Public Hearing for the November 5th regular meeting. Unanimously approved.

2. FY 2014 – 2015 Budget Amendment in the amount of \$15,000 for replacement and upgrade to the lighting and heating at the water Treatment Plant.

Public Utilities Director Ken Griffin addressed the Council on a request to consider approval of a budget amendment in the amount of \$15,000 for the Water Plant. These funds would be used for replacement and upgrade of the lighting and heating especially in the Laboratory, Filter Room and Chemical Room. This Budget Amendment will transfer \$15,000 from the Water & Sewer Contingency Fund, 30-9990-5300 to the Water Plant Maintenance/Repair Building line, 30-7200-1701. Mr. Griffin explained that recent safety, maintenance and energy efficiency inspections of the Town’s Water Plant

indicate that much of the lighting and heating components are in need of replacement. Public Utilities staff has received quotes for replacement of the necessary lights and heating components with a price of \$15,000.

Mayor Pro- Tem Moore made a motion, seconded by Councilman Harris, to approve a Budget Amendment for \$15,000 for the Water Plant Department for replacement and upgrade of the lighting and heating at the Town's Water Treatment Plant. The Budget Amendment will transfer \$15,000 from the Water & Sewer Contingency Fund, 30-9990-5300 to the Water Plant Maintenance/Repair Building line, 30-7200-1701. Unanimously approved.

1. Expenditures						
30-7200-1701 Water Plant - Building Maint. & Improvements	\$	10,000	\$	15,000	\$	25,000
30-9990-5300 Water/Sewer Contingency		<u>222,096</u>		<u>(15,000)</u>		<u>207,096</u>
		<u>\$ 232,096</u>		<u>\$ -</u>		<u>\$ 232,096</u>
To fund lighting and heating upgrades at the Water Plant						

3. FY 2014-2015 Budget Advisement – The Water & Sewer Department for the purchase of a submersible pump for Lift Station 1

Public Utilities Director Ken Griffin addressed the Council on a budget advisement that the Water & Sewer Department will expend \$10,648 for the purchase of a submersible pump for Lift Station #1 using a portion of the \$25,000 allocated for replacement of the grinder pump motor at Lift Station #3, all within line item #30-7220-7400 Water & Sewer Capital Outlay. Mr. Griffin explained that the submersible pump for Lift Station #1 started to show signs of pending seal failure and a replacement submersible pump should be ordered as soon as possible. Replacement of this pump was not anticipated when the FY 14-14 Budget was developed. A recent evaluation of the grinder pump unfortunately revealed that the entire grinder assembly should be replaced at an estimated cost of \$50,000 instead of replacement of only the motor as was believed when the FY 14-15 Budget was developed. Replacement of the entire Lift Station #3 grinder assembly will be delayed until later in FY 14-15 and preferably until FY 15-16.

Councilman Williams questioned if the bids received were included in the agenda material. Mr. Griffin responded that they were not included.

Councilman Ashley questioned if staff is getting a handle on items that need to be replaced or repaired. Mr. Griffin responded that staff is working on a full asset management plan.

Councilman Harris made a motion, seconded by Councilman Williams, to approve the request and that Council is provided an e-mail with the three bids that were submitted and that a more in-depth discussion of the current conditions of all the Town lift stations be conducted at a later date. Unanimously approved.

4. Update on the Community Development Block Grant (CDBG) Application for Improvements to the Water Treatment Plant

Public Utilities Director Ken Griffin along with Carl Scharfe, PE with The Wooten Company, gave the Council an update on the Community Development Block Grant (CDBG) Application for the Town of Smithfield's proposed improvements to the Water Treatment Plant, specifically its Raw Water Intake Facilities as described in the Preliminary Engineering Report (PER) dated March 2014. Mr. Scharfe explained that the grant process is a highly competitive process and the points that the Town has accumulated are slightly average.

Councilman Harris questioned when the Town would know if the grant was going to be awarded to the Town. Mr. Scharfe responded that a decision should be made by late October or early November.

No action taken.

5. Discussion on recommended changes to the Unified Development Ordinance (UDO) for signage in the Smithfield Crossings Area

Planning Director Paul Embler addressed the Council on consideration for recommended changes to the Unified Development Ordinance (UDO). Mr. Embler explained that with the construction of the Smithfield Crossing Roadway Project, several restaurants lost their road frontage with the reconstruction of Industrial Park Drive, Market Street and the traffic circle. The result of the construction marginalized their existing ground signage that previously fronted either the old alignment of Industrial Park Drive or Market Street. The new traffic patterns have made the rear of restaurants the primary frontage. Mr. Embler further explained that the restaurant owners/managers have approached the Town to consider some relief in signage, by allowing a secondary ground sign to compensate for the change in traffic patterns and primary road frontage. Staff has reviewed their requests and offered some suggestions. Since the adoption of the UDO in 2008, there have been several situations where ground signage has been an issue on dual frontage lots. The UDO only allows one ground sign per lot. Staff proposes an ordinance amendment that will allow two ground signs for dual frontage lots. One ground sign will be designated the primary ground sign and be limited to a maximum of 75 square feet of sign area and can be no greater than 6 feet in height (per UDO). The secondary ground sign will also be limited to 6 feet in height but will only be allowed to have 40 square feet of sign area. This will allow the business to advertise with a ground sign on two road frontages as opposed one road frontage as presently exist. Further, if a business has an existing ground sign, that sign will be considered the primary sign, thus allowing the business to retain any existing signage that might already be located on the property. The secondary ground sign is proposed to be regulated similar to NCDOT which requires that no sign can be locate in the right of way and can be no higher than 30 inches if located within a 10 foot by 70 foot sight triangle, measured along the right of way line.

Councilman Ashley made a motion, seconded by Councilman Harris, to direct staff to prepare an ordinance amendment to the UDO addressing ground signs on dual frontage lots with the secondary ground sign limited to 6 feet in height and only allowing 40 square feet of sign area. Also, present the amendment to the Planning Board at its regularly scheduled meeting in November which will allow it to be considered by the Town Council at its December meeting. Unanimously approved.

6. West Smithfield Beautification Project Discussion

Planning Director Paul Embler gave the Council an update on the West Smithfield Beautification Project. Mr. Embler explained that Councilman Harris, Appearance Commission member Bob Worsham and Public Works Director Lenny Branch have been working on their due diligence by meeting with property and business owners to seek input into the design of the landscape improvements. Response by property and business owners was very positive. Therefore, through their hard work, staff is now able to proceed with the next phase by preparing large scale drawings (1" = 30') that will show in detail the location of the proposed drive access points and the locations of the proposed landscaped areas. In order to prepare the plan, staff is presently in the process of mapping the existing conditions including property lines, structures, existing drives, poles, signs, utilities and any other physical limitations that will place constraints on where to locate the landscaping. Once the plan has been prepared in its preliminary form, it will be presented to Council for review and comment. Once Council has approved the preliminary plan, staff will meet with each affected property owner so that they can see what is proposed and what effects the landscaping will have on their properties. After receiving comment from the owners, the plans will be finalized and presented to Council for final review and comment. Once Council is satisfied with the proposed landscape improvements, Council will need to pass a resolution asking NCDOT to approve and assist in the landscape improvements. Once NCDOT approves the plan, they will be taking the lead in the project.

Proposed schedule for landscape improvements:

Complete base mapping	October 15, 2014
Prepare preliminary landscape plan	October 16-31, 2014
Review of preliminary landscape plan by Council	November 4, 2014
Staff to meet with property owners to receive comments	November 5-15, 2014
Finalize Landscape plan by staff	November 16-30, 2014
Present final landscape plan to Council and pass resolution	December 2, 2014
Submit to NCDOT	December 3, 2014

No action taken.

7. Work Session Meetings on a Monthly Basis

Town Manager Paul Sabiston informed the Council that during the September 2, 2014 regular meeting, Councilman Scott suggested that an additional meeting be held each month. This meeting would be a workshop type meeting and be held prior to the regular meeting. Mayor Lampe directed the Clerk to poll the Council. The members of Council that responded were in favor of adding a work session on a monthly basis. Mr. Sabiston stated that these meetings would be subject to consultation with the Mayor and only on an as needed basis. Staff's recommendation to Council was to hold the work session on the Tuesday two weeks prior to each regular meeting at 6:00 pm. Work Session Dates for the Remainder of 2014 are as follows:

Tuesday, October 21st
Tuesday, November 18th
Tuesday, December 23rd

Councilman Ashley stated that it would be helpful if upcoming agenda items could be discussed during the work session.

Councilman Scott expresses his appreciation to Mr. Sabiston for bringing this to the Council for consideration.

Councilman Wood stated that he was not in favor of holding an additional meeting a month. Mr. Wood questioned if a conference call could be held instead.

Councilman Scott made a motion, seconded by Councilman Ashley, to approve holding a Council work session two weeks prior to every regular meeting beginning at 6:30pm on an as needed basis. Mayor Pro- Tem Moore, Councilman Scott, Councilman Ashley, Councilman Harris and Councilman Williams voted in favor of the motion. Councilman Lee and Councilman Wood voted against the motion. Motion passed 5-2.

8. Discussion on IT Analysis by Alphanumeric

Town Manager Paul Sabiston addressed the Council on the IT analysis that was performed by Alphanumeric. Mr. Sabiston explained that the Council authorized Alphanumeric to perform an analysis of the Town's general IT systems and related infrastructure. After reviewing the analysis, Mr. Sabiston recommended that the Council consider and approve that staff move forward with implementing the workstation improvements, email in the Cloud and the server in the Cloud that was suggested in the analysis. Below is a chart of services suggested by Alphanumeric.

Number of Users	Estimate	Set Up Fee	Staff Recommendations
1. Workstations	\$28,000 (28 @ \$1000)	\$4,200	Consider
2. Email in the Cloud	\$600/mo. – Office	\$5,000 - \$7,680 (depending on total # of users)	Consider
3. Servers in the Cloud	\$2,090/ mo.	\$8,300	Consider but need more detail(s)
4. Network Switches (Two Cisco Replacements)	\$4,000	\$2,000	Investigate at a later date
5. Wireless (review access locations)	TBD	TBD	Investigate at a later date
6. Managed Services	\$6,800/ mo.	\$3,500	NOT needed at this time.

Councilman Scott made a motion, seconded by Councilman Harris, to approve the cost of item 1 and 2, but to also investigate the Google system before a final decision is made.

Councilman Harris amended the motion which was accepted by Councilman Scott to table this item pending further discussion.

Councilman Williams questioned if there were sufficient funds in the current budget for these IT services. Mr. Sabiston responded that there is approximately \$15,000 - \$20,000 in the budget for these IT related services.

Councilman Ashley suggested that this be discussed further during the work session.

Councilman Harris agreed with Councilman Ashley stating the he would like to investigate this further before it is approved.

No action taken.

Councilmembers Comments:

- Councilman Ashley questioned if the depositions from the pay raise scandal of 2011 had been turned over to the District Attorney. Mr. Sabiston responded that pursuant to the protective order, Attorney Kyle Still had to give notice to Mr. Williams' attorney. The depositions would be released to the District Attorney once Mr. Still thought allowable. Mr. Ashley asked staff for an updated damages cost and an updated attorney's fees cost. He also asked that two current employees and one former employee be interviewed to determine any knowledge of the incidents occurring in 2011.

Mr. Ashley also commented that Smithfield is a wonderful place to live and work. He stated that what hurts Smithfield the most is the negative attitude. He stated that if the Town doesn't sell Smithfield, no one else will.

- Councilman Lee expressed his concerns about an incident wherein he received a text message from an employee that was inadvertently sent to him. He stated that the Town needed to implement diversity training for staff. Mayor Lampe responded that race is always an important issue and that we always need to be mindful of what we say and do because what may be humor to one person may be hurtful to another.
- Councilman Harris voiced his concerns about the Smithfield Crossings Roadway Project. Mr. Harris stated that he was unsure of the plan that was drawn up and the construction of the road. It was Mr.

Harris' opinion that the new roadway would not work and he questioned if Council was leading in the right direction concerning this project.

- Councilman Scott expressed his appreciation to staff for the recent public forum on electric rates.

Town Manager's Report:

- **Department Reports**

- A highlight of each department's monthly activities was given to the Council.

- **Financial Report**

- General Fund revenues for the month ending August 31, 2014 were \$984,195 and YTD revenues were \$984,195. The general fund expenditures for the month ending August 31, 2014 were \$1,028,988 and YTD expenditures were \$1,616,667.

- **Manager's Updates**

Mr. Sabiston gave the Council a brief update on the following projects:

- A 33% reduction in crime in the Town of Smithfield since 2009, including a 14% reduction in 2013.
- The Planning Board is doing a great job on revisions to the Unified Development Ordinance (UDO).
- Code enforcement and permitting software
- Neuse River erosion
- Economic Development Committee Meeting and Strategic Plan Update
- Meeting with the East Smithfield Improvement Organization. The main topic was the hiring of more diverse employees in the Police Department.
- Change in the November regular meeting from November 4th to November 5th due to the election.
- Congressional Candidate Forum on October 17th at Johnston Community College

Adjourn

There being no further business, Councilman Harris made a motion, seconded Councilman Scott, to adjourn. Unanimously approved.

The meeting adjourned at approximately 9:12 pm.

John H. Lampe II., Mayor

ATTEST:

Shannan L. Williams, Town Clerk