

# MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, July 13, 2010 at 7:30 pm in the Council Chambers.

**PRESENT: COUNCILORS:** Mayor Tim Nichols, Robert Stackhouse, Caleb Curtis, Deputy Mayor Gary Jordan, Jr., Donna Chale, Christopher Carr, Louise Baker. **ABSENT:** None. Also present: Town Manager Kathryn Ruth. Audience members included: Joe Higgins, Janet Sanborn, Jeff Lary, Annaleis Hafford, Scott Noble, Chris Cousins, Mike Lange

1. **Mayor Nichols** opened the meeting by leading the Pledge of Allegiance. The Council observed a moment of silence.
2. Adoption of minutes of the regular meeting held on June 15, 2010.

Moved by **Councilor Curtis** and seconded by **Councilor Chale** that the minutes of the regular meeting held on June 15, 2010 be adopted.

**VOTE: UNANIMOUS AYE**

### 3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

#### **Discussion with Somerset Ridge Runners ATV Club Officer/s regarding request for use of the Beans Corner Road by ATV riders:**

The Town Manager noted that the Somerset Ridge Runners ATV Club Officer/s had requested that an item be placed on the agenda to discuss their request to operate on a section of the Bean's Corner Road on the side of road: This request requires the Town Council to "determine that ATV travel within the public way may be conducted safely and will not interfere with vehicular traffic on the public way" and then designate an ATV-access route on the roadway for ATVs. This request is for an official ATV-access route on the road that all ATVs will be able to utilize. The Council received in their package the request received on 06/24/2010 and the review by the appropriate staff members.

Joe Higgins, Vice President, of the Somerset Ridge Runners gave a brief presentation on the proposal. This proposal had already been put in front of the Town of Hartland and has been approved. When the inspection was done of the road prior to submitting the proposals, we realized a small piece was in the Town of Pittsfield. Following State law we have to go through the Town Council for permission. This is for 1 mile, 63 feet of roadside of Bean's Corner Road. This would allow people who live on this road to get to the main trail. We are asking for an access route, not an actual ATV trail. ATV's would use the access route to get to the Ford Hill Road in Hartland to get to the rail bed. It would be signed as an access route. We visited the residents in the area of the proposed access route explaining the proposal. We visited 26 homes, four residents were not home and two residents stated they were against the access trail. The biggest concern was the speed limit. There are 25 MPH signs that are State approved that would go up as well. These would be in 6 different locations between Hartland and Pittsfield.

Councilor Jordan questioned how many of the 26 residents questioned have ATV's? Joe Higgins stated he did not know how many have ATV's. Councilor Jordan questioned what the statement, "not a through trail" means? Joe Higgins stated that a trail is considered to have different connections. An access route is on a public way, its not funded as a trail. Councilor Jordan questioned who would be using this access way? Joe Higgins stated they received a request from some of the residents on Bean's Corner Road. The residents on Bean's Corner Road had made a request to the Town of Hartland, who would not approve this item without the ATV club being involved. The Town of Hartland sent a letter explaining the proposal to the ATV club and asked for their opinion. The ATV club then went out and spoke to the residents in Hartland and made a list of pros and cons. Town Manager, Kathryn Ruth, asked how would we be able to prevent other people, other then the residents on Bean's Corner Road, from driving on the access route. Joe Higgins stated that if they came from other roads that aren't an access route, it would be illegal. The ATV club couldn't say that it wouldn't happen. Its like any other law, people have to be caught if they were doing this. Joe Higgins noted that people in Hartland, after the Ford Hill Road was made an access route, actually said that ATV's have slowed down, as its legal now to use to road as an access road and they don't have to be racing down to beat law enforcement anymore. Councilor Curtis noted that people driving ATV's have to follow the rules as any drivers do. Councilor Curtis asked if this item was passed and two years down the road it wasn't working anymore and was causing issues, is it reversible? Joe Higgins noted absolutely, it is strictly up to the Town. Councilor Jordan asked what the Town's liability would be if someone was injured due to a pothole on the road. The Town Manager noted it would be the same liability as if it was a vehicle on the road. The insurance company advised us not to approve this, as it is an added liability. Joe Higgins stated he did not feel it is any more liability then a motorcycle. Jeff Lary stated he has lived on that road for 47 years and if there was ever an issue of brush or grass or anything like that we could take care of that ourselves. I will keep an eye on what is going on the access road. Councilor Stackhouse questioned how busy the road is? Mr. Lary stated maybe 100 to 150 cars a day. Councilor Jordan voiced his concern on this matter. My son has an ATV, has had one since he was small. I have seen two instances this year that people are on roads that are clearly marked no access, right in front of my home. They go as fast as they can go up my road, even though there are 15 kids on our road. Also, I have personally put up signs on Town property, to keep ATV's and snowmobiles off the property and right up it they go. This year someone got hurt. I am not a big fan of thinking ATV's will abide the laws. I do agree that it is important to have access to trails. Councilor Jordan stated that if Mr. Lary lives on the road I hope you police the road. Mr. Lary stated he doesn't feel there will be large groups of people up and down the road. After going through all this work, we will be watching what is going on. Janet Sanborn noted that she has lived on that road all her life and we take pride out there and don't want people breaking the law or doing anything that is dangerous to anyone. I am on the dead end and I will know when someone starts from somewhere they shouldn't. Joe Higgins noted that they have a very good relationship with the Warden Service and they were out patrolling our trails this weekend. It is a group effort for sure. Town Manager, Kathryn Ruth, noted that the Police have had a lot of calls on the ATV issue and it is a constant problem. Joe Higgins stated one of the issues in Pittsfield is there is not a strong presence of an ATV club. The clubs really cut down on complaints as they work on getting necessary access trails and develop trails so people have places to go legally. Joe Higgins asked what the next step was. The Town Manager stated we would take some time to think about this and talk to the Police Chief

and Highway Departments, as they had some concerns, and be in contact when we were ready to put it on the Council agenda.

**Presentation by Ron Smith of RHR Smith & Company of the Audit for the period ending 12/31/2009:**

Ron Smith of RHR Smith & Company gave some highlights of the Town Audit ending 12/31/2009.

Mr. Smith noted the Town had a fund balance/surplus of 2.27 million dollars. Last year it was about \$3.5 million dollars. Operationally, the Town fund balance grew about \$300,000 dollars over 2008. Completely, with the portfolio, it went down approximately \$1 million dollars largely in part because the Town used the money to fund capital needs.

The Town has a budget of around \$6 millions dollars per year. Pittsfield is average as far as financial condition. This is good news. The Town took in about \$5.2 million dollars and spent approximately \$6 million dollars. This is after transfers of approximately \$950,000 to fund capitol needs.

The good news is that Pittsfield is a frugal Town, and returned almost \$450,000 - \$500,000 dollars back to the bottom line. Pittsfield does not have spending problems, its revenue problems, as is the issue in many Maine Towns. I recommend conservative budgets for the year 2011.

Councilor Curtis asked Mr. Smith what he thinks municipalities should do to be successful these next few years, and what trend successful municipalities seem to be following to get ahead of the problems. Mr. Smith noted that regionalization and consolidation of municipal services seems to be what is working best for some municipalities. Also, as Maine is one of the most expensive States to own a business, offering Tax Incremental Financing Districts seems to be a popular trend to bring business into the State. Pittsfield is centrally located and this would be a draw to many companies.

Mr. Smith suggested the Town pay close attention to the Town's Sewer surplus and try to raise those numbers. He also recommends possibly refinancing the Town USDA sewer loan. Mr. Smith suggested that reporting on capital items should be more transparent and shown better, which could be done through having all capitals in one fund. Also, continuing to work gathering information from auxiliary groups and trusts that use the Town of Pittsfield name.

The Town Manager noted that the Town has checked on refinancing the loans and in the past, had been advised that they could not be refinanced at that time. We will check again as some time has passed and it may be allowed now. On the capital reserves, it would be good to have them all in one fund, however, that will mean even more due to/due from inter-fund transfers and we are trying to reduce those. The Town used to have 33 funds and we were able to get it down to 6 funds. That is the only reason why we have not moved all of the capital reserves around. The Town Manager noted that when RHR Smith & Company sent letters out to all the banks that was very good as it turned up accounts started years ago by groups that the Town did not know about that were under the Town's name and we have been able to address all of those. The Town Manager noted

that the only known one left is Manson Park Trust and the Town Council would need to discuss the Trust if there were to be any changes.

### **Community and Economic Development Activities and Events**

Parade Registration forms, Craft Tent Registration Forms and Quiche/Cheesecake and Pie Contest Forms are available at the Town Office to pick up or on the Egg Festival website. The Egg Festival is July 20 – July 24, 2010.

The Town Office is organizing the Annual Quiche, Cheesecake & Pie Contest for this year's Egg Festival. The event is Friday, July 23, 2010 at the Elks Lodge at 140 Middle Street.

Entries are due by 10:30 am

Judging 11:00 am – 12:00 noon

Immediately following the judging, the public is invited to sample this year's fair for \$3.00/slice for quiche, cheesecake, pie & beverage or buy individual samples/plates to be available at the Elks Lodge until 1:00 pm. The entries will then be available at the Town Office for purchase Friday afternoon 1:00 pm – 5:00 pm.

We would like to thank our sponsors – C. Jones Floral, Sawyer's Dairy Bar, Anglers Restaurant, Pizza Hut, Oz Salon, Jazz Salon, Salon Red, Summer Glaze, Pittsfield Redemption Center, Subway, Big Bills and Pittsfield Community Theatre. Emmalee is doing such a great job organizing this event.

The Pittsfield Public Library will host an Art Show at the facility starting on Tuesday, July 20, 2010 with an opportunity to come meet the artists at a reception from 4:00 pm – 6:00 pm. The Art Show will continue on Wednesday, July 21; Thursday, July 22 and Friday, July 23 from 10:00 am – 6:00 pm.

The Pittsfield Community Theatre will hold an Open House during Egg Festival Week to showcase the Theatre to the Community. The Open House will take place on Thursday, July 22, 2010 from 3:00 pm – 7:00 pm. The purpose of the Open House is to show off our great resource to the community and its guests, provide tours of the theatre, show the items to be enhanced through the Fundraising Campaign and distribute materials to the public.

The Town Manager noted the following new businesses in Town:

Kea's Crafts at 121 Livingston Street for Internet Sales – Crafter

Anderson's Small Engine Repair at 1461 Main Street – Small Engine Repair & minor Auto Repair

Endine's Garden at 115 Detroit Street – Greenhouse & Baked Goods selling from a cart out front

4. **PUBLIC HEARINGS/OLD BUSINESS:**

**ORDINANCE 10-09:** (Public Hearing) The Town of Pittsfield hereby Ordains the amendment to Chapter 13, Section 4 Performance Standards, A. General Requirements, Subsection #3.

There was no one who wished to speak for or against Ordinance 10-09. Public Hearing Closed.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Stackhouse** that Ordinance 10-09 be adopted.

The Town Manager noted The Ordinance Committee approved forwarding this proposed amendment to the Town Council for consideration. The Planning Board has approved this proposed amendment to a public hearing at their Planning Board meeting on 06/14/2010. The Town Council's public hearing must be held at least 14 days after the Planning Board's public hearing, which required that the Town Council's public hearing be held on 07/13/2010.

The Town Council received a copy of the proposed amendment, materials from a taxpayer about the proposed amendment and copies of the relevant sections of the Ordinance.

**VOTE: UNANIMOUS AYE  
ABSTAIN: NICHOLS**

Tabled at the 06/01/2010 Town Council Meeting:

**RESOLUTION 10-63:** Resolved that the Town Council accept the proposal of \_\_\_\_\_ of \_\_\_\_\_ for sludge removal at \$ \_\_\_\_\_ per ton for 3,500 dry tons in the amount of \$ \_\_\_\_\_ and authorize the Town Manager to execute a contract for said services.

Motion by **Councilor Stackhouse** and seconded by **Councilor Curtis** that Resolution 10-63 be removed from the table.

**VOTE: UNANIMOUS AYE**

Moved by **Councilor Chale** and seconded by **Deputy Mayor Jordan** that Resolution 10-63 be adopted and amended as follows:

Resolved that the Town Council Accept the proposal of Mobile Dredging and Pumping of Chester, Pennsylvania for sludge removal at \$383.10 per dry ton for 3,500 dry tons and mobilization at \$140,000.00 with a total contract to not exceed \$1,480,850.00; and if the number of dry tons is less than 3,500 dry tons at the first Lagoon, the Town will move to the second Lagoon; and if the total tons from both Lagoons is less than 3,500 dry tons, the Town will only be charged for the number of dry tons actually removed; and to authorize the Town Manager to execute a contract substantially similar to Exhibit A.

The Town Manager noted basically when this was put together the engineers we were working with at the time indicated there was approximately 3,500 dry tons in lagoon one. When it was put out to bid all the companies that went out felt there was a lot less sludge there. The Resolution is worded this way so if there is less then 3,500 dry tons, we can move onto lagoon two.

**VOTE TO AMEND: UNANIMOUS AYE**  
**VOTE: UNANIMOUS AYE**

5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES:**

**Town Manager's Report:** None

**Finance Committee:** Doing well given the economy.

**Ordinance Committee:** None

**Recycling Committee:** None

6. **NEW BUSINESS:**

**ORDINANCE 10-10:** (To be set to Public Hearing on 08/17/2010) The Town of Pittsfield hereby Ordains that the Town Council appropriate \$61,518 from Unappropriated Surplus to be applied toward the 2010 Tax Commitment to lower the amount of taxes to be collected.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Baker** that Ordinance 10-10 be set to Public Hearing.

The Town Manager noted during the budget process, the Town Council sets the amount of funds to be taken from unappropriated surplus. Last year, the Town Manager suggested raising the amount of funds to be taken from unappropriated surplus based upon discussions on the county budget. It was recommended by one of the Councilors that we wait until the county budget is set and the county assessment is made. We are still waiting for this to take place.

The Town must set the tax commitment shortly. We are currently on the Tax Anticipation Note that we obtain each year as a regular process as the taxes, which are the largest revenue source, are due 10 months into the budget year.

As we can no longer wait, it is recommended that the Town appropriate an additional \$61,518 from unappropriated surplus as this will be the amount available over \$1,150,000, which should be kept due to our rate of expenditure and collection. There are many formulas for determining the amount of unappropriated surplus. The Town should have \$1,150,000 - \$1,200,000 in this fund to deal with emergencies, allow for cash flow most of the year and for protection of the Town.

The amount of unappropriated surplus is listed in the audit as \$1,361,518. This year, the auditors did not list the amount of encumbered surplus funds, which is \$150,000 toward the 2010 tax commitment in the designated (encumbered and committed funds). Therefore, the actual amount of unappropriated surplus as of this date is \$1,361,518 - \$150,000 (already pledged to lower taxes) = \$1,211,518. If we subtract an additional

\$61,518.00 the balance would then be \$1,150,000.

After some brief discussion, the Council did not vote on this item, passing over it, therefore not setting it to Public Hearing.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 10-69:** Resolved that the Town Council set the rate of interest to be charged on delinquent taxes for 2010 at 7.0% and the due date for payment of taxes at the end of the business day on Friday, October 15, 2010.

Moved by **Councilor Curtis** and seconded by **Councilor Stackhouse** that Resolution 10-69 be adopted.

The Town Manager noted this is a housekeeping item.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 10-70:** Resolved that the Town Council set the rate of interest for overpayments for 2010 at 3% to conform with 36 M.R.S.A. Section 506-A.

Moved by **Councilor Stackhouse** and seconded by **Councilor Curtis** that Resolution 10-70 be adopted.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 10-71:** Resolved that the Town Council authorize the Tax Collector/Treasurer to accept prepayment or decline prepayment of taxes not yet committed or received prior to the due date and pay no interest thereon in accordance with 36 M.R.S.A. Section 506.

Moved by **Councilor Chale** and seconded by **Councilor Carr** that Resolution 10-71 be adopted.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 10-72:** Resolved that the Town Council approve a procedure allowing payment in lieu of taxes (PILOT payments) by tax exempt institutions.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Curtis** that Resolution 10-72 be adopted.

The Town Manager noted CEI Housing Inc., a non-profit has purchased the West Branch Terrace property and is exempt from taxation. The company, as it purchases property across the state, does agree to pay for part of the taxes as it knows that it contributes to the tax burden. CEI Housing Inc. has agreed to a 50% payment in lieu of taxes.

This is a two step process in which the Town Council, if interested, would first approve a procedure by which the Town will allow payments in lieu of taxes by interested tax exempt institutions. The second step is to authorize an agreement be signed with an

interested company.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 10-73:** Resolved that the Town Council authorize the Town Manager to execute an agreement with CEI Housing Inc., a 501-C-3 not for profit and tax exempt organization for a 50% payment in lieu of taxes for Map 28, Lot 128 known as West Branch Terrace.

Moved by **Councilor Curtis** and seconded by **Councilor Chale** that Resolution 10-73 be adopted.

The Town Manager noted CEI Housing Inc., a non-profit has purchased the West Branch Terrace property and is exempt from taxation. The company, as it purchases property across the state, does agree to pay for part of the taxes as it knows that it contributes to the tax burden. CEI Housing Inc. has agreed to a 50% payment in lieu of taxes. Currently CEI Housing Inc. can be 100% tax exempt so basically the Town will receive 50% of the taxes rather than 0% of the taxes on the property.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 10-74:** Resolved that the Town Council approve the issuance of a parade permit to the Central Maine Egg Festival Committee/Kiwanis for the Kiwanis Kiddie Parade on July 22, 2010 at 6:00 pm and the Egg Festival Parade on July 24, 2010 to begin at 9:15 am and to waive the fees.

Moved by **Councilor Stackhouse** and seconded by **Councilor Baker** that Resolution 10-74 be adopted.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 10-75:** Resolved that the Town Council approve the issuance of a parade permit to the Seabasticook Valley FCU for a Fundraising Run to End Hunger on July 24, 2010 to begin at 7:30 am and to waive the fee.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Baker** that Resolution 10-75 be adopted.

**VOTE: UNANIMOUS AYE**

## 7. **DISCUSSION ITEMS:**

### **Financial Reports as of 06/30/2010:**

Budget Expenditure Report: Through 50.0% of the period, 43.8% expenditures for Municipal and 40.6% for Municipal, Water and Sewer.

Revenue Collections Report: Through 50.0% of the period, 44.5% collections for Municipal and 44.7% collections when Water and Sewer Enterprise accounts are added.

Tax Acquired Property Report: Down to 3 TAPs with 1 being the Brownsfield property that has been cleaned up. 1 has not made their payments and received a notice that it will

be coming to the Town Council for discussion of a sale at this meeting and 1 has paid all taxes except 2010.

Economic Development Revolving Loan Update: No new developments.

Housing Revolving Loan Update

Transfer Station/Recycling Monthly Report:

Recycling Revenues vs. Expenditures, 6 months program costs were \$15,404.46.

Transfer Station Revenues vs. Expenditures, 6 months program costs were \$151,381.68.

The cost of the two programs of Revenues vs. Expenditures is \$166,786.14

The Avoided Cost is \$33,116.43 for those items that were recycled or re-used.

Net cost of the 2 programs is \$133,669.71.

Theatre Monthly Report:

Expenses for June were \$7,167.69, Revenues were \$7,385.10, the net gain for the month is +\$217.41

For the year, the costs have been \$60,127.83 and revenues have been \$44,034.50, therefore, the net cost to the Town has been \$16,093.33.

Excise Tax Collections Comparison Report: Collections through 06/30/2010 were \$283,345.59, which is -\$4,560.51 less than this time last year or -1.6% less.

The Excise tax was budgeted for \$530,000, which was \$10,000 or 1.9% less than last year.

State Revenue Sharing Comparison Report: Collections through 06/30/2010 were \$163,868.01, which is \$24,251.97 less than this time last year or 12.9% less. The State Revenue Sharing was budgeted for \$374,189, which was \$35,811 or 8.7% less than last year.

Personal Property Tax Collection Report

Real Estate Property Tax Collection

**Other Reports as of 06/30/2010:**

Building and Plumbing Permit Reports

Library Report-Librarian's and Library Trustees Minutes

Police Report

Updates:

1. Sibley Pond bridge project and boat launch: Since the last Town Council Meeting at which we reviewed the MDOT letter regarding the boat access and the dry hydrant concerns, the MDOT has made the award of the contract to Lane/Parsons Brinckerhoff. The project manager has created a preliminary schedule and will be meeting with the company to kick off the project at the end of the month. MDOT is looking at getting the project going during the next 1-2 months for a public hearing. At that hearing, they are talking about going beyond the scope of who they are technically required by law to contact – the abutters and basically notifying everyone who owns property around Sibley Pond. They want their ideas. The project manager also thought that MDOT was going to have to provide temporary access to the water for the towns.
2. Highway projects: Public Works is shut down now for their two weeks vacation. One crew member is on duty working on a list of work that can be done alone.

We had talked early this Summer about issuing an RFP for paving some of the roads as well as paving Snakeroot Hill. We received the cost back to fix up the Snakeroot Hill as recommended by the engineer. The quote for the cost to fix the hill is the amount of funds we were going to use for the entire paving plan. We received a quotation to reclaim which very few companies do and to pave with the tack coat in accordance with the engineer's recommendation in the amount of \$82,614 for the one small hill.

Paving the roads and the Snakeroot Hill would require a bond or loan. It will take 2-3 months to put together. We would need to borrow \$200,000 or more. With our cash flow and the State's budget issues, which are going to affect the Towns even more, do we really want to do this now? The Councilors felt that this was something they did not want to do at this time due to the uncertainty of the economy and the unknown situation with the County budget.

We do have a section of Bean's Corner Road that was listed on the Highway Paving for this year that we wanted to pave due to its condition. If we do not pave, we still would like to work on that section of road, perhaps by getting quotations from as many contractors as possible.

3. **Water and Sewer Projects:** These Departments as well as the Town Office are going to be even more busy with the \$3.4 million dollar Sludge Removal and Sewer Rehabilitation Projects starting up in August 2010.

#### Grants Update:

##### New Grants:

Economic Development Administration Grant: Pittsfield Industrial Park Expansion: The project is well underway. We received our first Pay Requisition from the Contractor yesterday and the materials are being compiled to file our Federal Funding Request #2 with the federal government.

Ken-Som Transition Team/KVCAP Grant for Regional Job Fair: This project was completed on 05/26/2010 and the bills have just been received so we will file for funding reimbursement.

L&W Conservation – Hathorn Park: The volunteers are getting ready to work on this project and the Town Manager needs to organize the project.

Law Enforcement Bryne Federal Grant: Radio Equipment: Just received federal government funding and then we filed the final report. Waiting for the grant to be closed out.

Riverfront Community Development Grant: We can work on the fishing platforms and bird watching blinds as soon as Public Works gets back from their two week vacation and takes care of priority projects. We have the listing of supplies needed for the project. Public Works can build them on rainy days. The State DECD just extended our contract to complete the project through 06/30/2011. Due to all the environmental items to watch out for, these projects are taking awhile across the state.

8. **REPORTS:** Audience, Council

#### Council:

**Councilor Baker:** Grass at the corner of Snakeroot Road and Higgins Road needs to be cut. The Town Manager noted the contracted mower has been called several times and promises to get the work done. This is the last year of the contract and the Town will make other arrangements next year.

**Councilor Carr:** Note was left at his home about the Manson Park Sign and stating the park looked great as well as the Library being remodeled. Asked that the sign to Manson Park be fixed if it needs it. Public Works will look at the sign and contact Manson Park.

**Councilor Chale:** Pleased the Town received a good audit. Pleased to see the burnt home on Somerset Avenue is being fixed up.

**Deputy Mayor Jordan:** No Report.

**Councilor Curtis:** No Report.

**Councilor Stackhouse:** Was called by an individual needing assistance on a State Road on a culvert issue after calling the State and the phone just rang. The Town Manager noted that if the individual contacts the Town Office, we could assist by also calling the State.

**Mayor Nichols:** Thanked everyone for their hard work on the Town' finances and the staff on obtaining such a great audit.

9. **ADJOURNMENT:**

Motion by **Deputy Mayor Jordan** and seconded by **Councilor Curtis** that the meeting be adjourned at 9:10 p.m. All in agreement.

---

Nicole Nickolan, Town Clerk