

March 8, 2010

The regular meeting of the Town Council of the Town of Newton was held on the above date at 7:00 p.m. Present were Mrs. Unhoch, Mrs. Becker, Mrs. Le Frois, Mr. Ricciardo, Mayor Elvidge and Town Manager, Mr. Thomas Russo, Jr.

Mayor Elvidge made the following declaration that “in accordance with the Open Public Meetings Act, notice of this public meeting was given to the two newspapers of record and posted on the official bulletin board on December 31, 2009.”

Pastor Bressler of Sparta Evangelical Free Church led the invocation. Mayor Elvidge led the Pledge of Allegiance to the flag. The Clerk called the roll and upon completion of same, upon motion of Mrs. Unhoch, seconded by Mrs. Becker and unanimously carried, that the minutes of February 22, 2010 (Regular) meeting were approved as presented.

PUBLIC

Mr. Neil Flaherty, 154 Sparta Avenue, thanked the Town Manager for posting the resolutions and ordinances on the Town website.

Mr. Ray Storm, 202 Main St., inquired on the status of the armory property. Mr. Russo advised Mr. Storm that the Town contracted Excel Environmental Resources, Inc. for Phase I of the environmental study, which was at no cost to the Town of Newton. The company will be going out for Phase II, when approval is received from the Department of Environmental Protection (DEP). Phase II will require additional testing but at this time there is no determined date to complete same.

COUNCIL & MANAGER REPORTS

Mr. Russo advised Council that the Newton Fire Department has requested permission to hold a fundraiser at the Sussex County Community College on Sunday, May 23, 2010. An old-time circus provided by a group out of Engelwood, Florida, will host three shows on that day. The Town will receive a certificate of liability for this one-day event. Council had no objection to this fundraiser for the Newton Fire Department.

Mr. Russo advised that the Sussex County Chamber of Commerce will host their annual awards dinner on Thursday, March 18, 2010 at The Lafayette House. Mr. Russo advised that Deputy Mayor Kristi Becker, Mr. Thomas Russo, and the Town of Newton/Redevelopment Team have all been nominated. Mr. Russo asked that Council let him know if they will be attending.

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Mr. Russo advised Council to preview the draft of the 2009 Annual Report and advise him of any changes as soon as possible.

ORDINANCES

Mayor Elvidge directed the Clerk to read aloud the following Ordinance relative to introduction of same.

ORDINANCE #2010-03

AN ORDINANCE TO AMEND CHAPTER 10, TRAFFIC, OF THE REVISED GENERAL ORDINANCES

The following **ORDINANCE** was offered by Mrs. Unhoch, who moved its introduction, seconded by Mrs. Becker and roll call resulted as follows:

Mrs. Unhoch	Yes	Mrs. Becker	Yes
Mrs. Le Frois	Yes	Mr. Ricciardo	Yes
	Mayor Elvidge	Yes	

BE IT RESOLVED by the Town Council of the Town of Newton that the above Ordinance be introduced for the first reading, with hearing on same to be held on Monday, March 22, 2010.

The Clerk will advertise the above Ordinance according to law.

OLD BUSINESS

There was no Old Business to be discussed.

CONSENT AGENDA

Mayor Elvidge read the following statement:

“All items listed with an asterisk (*) are considered to be routine and non-controversial by the Town Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.”

RESOLUTION #28-2010*

TAKE OUR DAUGHTERS AND SONS TO WORK DAY

WHEREAS, the Take Our Daughters and Sons to Work[®] Foundation operates the Take Our Daughters and Sons to Work[®] Day to help our nation’s daughters and sons reach their full potential in school, in family life, in the community, and in their future work lives; and

WHEREAS, take Our Daughters and Sons to Work[®] Day is making a positive difference in the lives of our youth through creating a wide range of experiences to instill the confidence necessary to acquire the skills and attitudes to enter and compete in today’s workplace; and

WHEREAS, this program for 17 years has designed and promoted activities that encourage girls and boys to think about how their dreams for the future – both for their work and family lives – can be realized; and

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WHEREAS, through this educational experience, girls and boys begin to see the connection between studied subjects like math, English and science and how they are applied to the “real” world. As a result, girls and boys are given an opportunity to explore the workplace and apply the experience to their everyday studies; and

WHEREAS, this program is a public education campaign that amplifies the voices of girls and boys, shares the vision of our nation’s daughters and sons for a better future, and works through the program to help girls and boys make their vision of today their reality of tomorrow;

NOW, THEREFORE, We, the Mayor and Town Council of the Town of Newton do hereby extend greetings and best wishes to all observing April 22, 2010 as “*Take Our Daughters and Sons to Work[®] Day*” in the Town of Newton, and we urge all business and organizations to join the Town of Newton in supporting this program and its participants, enabling students to realize their full potential and reach their dreams.

RESOLUTION #29-2010*

RESOLUTION URGING THE STATE LEGISLATURE TO REFORM INTEREST ARBITRATION

WHEREAS, the interest arbitration process was intended to fairly and adequately give all due consideration to the interest and welfare of the taxpaying public and support local government aims by arriving at award decisions that are equitable to all involved parties, including municipalities and Police and Fire Department personnel; and

WHEREAS, the New Jersey Employer-Employee Relations Act, adopted in 1968, was amended in 1977 to provide for interest arbitration as the statutorily imposed terminal step in the collective bargaining process for police and fire personnel as defined by the Act; and

WHEREAS, the Police and Fire Interest Arbitration Reform Act (L. 1995, c. 425) was signed into law by Governor Christine Todd Whitman and became effective on January 10, 1996; and

WHEREAS, in 2005, the League of Municipalities’ Arbitration Reform Committee suggested a number of Legislative reforms to the Interest Arbitration Process among the changes proposed by the Reform Committee were that: (1) the Arbitrator may not award salary increases in excess of the expenditure cap (N.J.A.A. 40A:4-45 et seq.); (2) the Arbitrator’s Award may provide for salary increases limited to the budget cap imposed by the State of New Jersey and/or any lawful adjustment adopted by the public employer; and (3) the Arbitrator’s award may provide for salary increases limited to the percentage established by the State or the lawful adjustment adopted by the public employer, as may be appropriate, on a department line basis; and

WHEREAS, in 2007 the Police and Fire Interest Arbitration statute was amended to add a new ninth factor of the 4% Tax Levy Cap which resulted in 4 of the 9 statutory factors in Interest Arbitration addressing the employer’s fiscal situation; and

WHEREAS, municipalities are bound by strict fiscal controls embodied in the expenditure limit and tax levy caps and it is the norm rather than the exception for State approved arbitrators to award raises for police salaries at rates that exceed the annual caps; and

WHEREAS, binding arbitration awards in excess of the caps forces municipalities to cut other critically needed municipal services, in order to fund salary increases, compounded by pensions increases, to police and fire personnel, and cost for police and fire services continue to spiral at an unacceptable rate; and

WHEREAS, the State approved interest binding arbitration process is inconsistent with the State cap laws and is unfair to municipalities attempting to control property taxes through fiscal responsibility; and

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WHEREAS, interest arbitration should be reformed to provide that the cost of living and the employer's ability to pay should be given greater weight and the total costs of the arbitrators' award, including steps and cost of living (COLA) increases, should not exceed the cost of living; and

WHEREAS, arbitrators should be required to evaluate and analyze the total cost of the salaries and benefits, including step increases, and must provide a detailed line item analysis and explanation of the costs in the award; and

WHEREAS, arbitrators must also evaluate and analyze the overall compensation received by the bargaining unit, including vacations, longevity, holidays, excused leave, medical and pension benefits; and

WHEREAS, arbitrators should be required to live in New Jersey and the process of selecting the arbitrators and the length of time the arbitration process takes needs to be reviewed;

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Town of Newton in the County of Sussex, State of New Jersey hereby urges the New Jersey State Legislature to pass legislation containing substantial reforms to the binding arbitration process; and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to New Jersey State Senator Steven V. Oroho, Assemblyman Gary R. Chiusano, Assemblywoman Alison McHose, the New Jersey State League of Municipalities and the Office of the Governor.

RESOLUTION #30-2010*

AUTHORIZE CREDITS DUE WATER AND SEWER UTILITY ACCOUNTS

WHEREAS, the Water and Sewer Collector has determined that the following Water and Sewer Utility Accounts are due credits for the reasons stated;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Water and Sewer Collector is hereby authorized to credit the following accounts for amounts billed incorrectly due to the reasons stated:

Account should have been in final status and not charged:

<u>Account</u>	<u>Address</u>	<u>Amount</u>
6443	21 Shady Lane	\$60.00

RESOLUTION #31-2010*

RESOLUTION AUTHORIZING THE CANCELLATION OF MUNICIPAL CERTIFICATE OF SALE

WHEREAS, Certificate of Sale #1291 was issued to the Town of Newton, 39 Trinity Street, Newton, New Jersey for delinquent taxes on Block 401, Lot 26 also known as 12 Cherry Street and assessed to Fairview Builders, LLC at a tax sale held on June 24, 2009; and

WHEREAS, Basile, Birchwale and Pellino, LLP have redeemed Certificate of Sale #1291 by paying the full amount of the delinquency;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Municipal Clerk of the Town of Newton are hereby authorized to endorse Certificate of Sale #1291 for cancellation.

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RESOLUTION #32-2010*

AMENDMENT OF 2010 TEMPORARY OPERATING BUDGET

WHEREAS, the Town Council of the Town of Newton adopted the 2010 Temporary Operating Budget and Temporary Water and Sewer Utility Budget by Resolution #280-2009 dated December 28, 2009; and

WHEREAS, N.J.S.A. 40A:4-20 provides that the governing body, by resolution adopted by a 2/3 vote of the full membership, may make amendments to temporary budgets in an amount not to exceed one-twelfth (1/12) of the preceding year's Budget (2009 Budget \$8,422,573 x 1/12 = \$701,881) and that a copy of this resolution be filed with the Director of Local Government Services;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the 2010 Temporary Operating Budget be hereby amended as follows:

TOWN OF NEWTON

2010 TEMPORARY BUDGET AMENDMENT

<u>Current Account</u>	<u>Account No.</u>	<u>Amt of Amendment</u>
Shade Tree OE	1065300	\$ 1,500
Group Insurance OE	1066200	115,000
Snow Removal SW	1081102	10,000
Snow Removal OE	1081239	25,000
911 Misc SW	1094770	4,000
Public & Private – OEM Grant	1094862	<u>5,000</u>
Subtotal Current Temp Amendment		160,500
Contribution to PERS	1098296	209,439
Contribution to PFRS	1092897	<u>496,646</u>
Total Current Temp Amendment		\$866,585
 <u>Water Sewer Utility Account</u>		
Contribution to PERS	6093296	<u>11,760</u>
Subtotal Water/Sewer Temp Amendment		11,760
Debt Service	6091200	<u>300,000</u>
Total Water/Sewer Temp Amendment		\$311,760

PERS and PFRS are mandatory payments due to April 1st.

Debt Service is a mandatory payment and not subject to allowable increase.

2009 TOWN OF NEWTON BUDGET

<u>CURRENT</u>		<u>WATER/SEWER</u>
\$10,342,468	Total 2009 General Appropriations	\$4,160,000
1,261,782	Less: Debt Service	1,332,631
163,000	Capital Improvements	310,000
<u>495,113</u>	Reserve for Uncollected Taxes	<u>0</u>
\$ 8,422,573	Total Amount to calculate upon	\$2,517,369
<u> x 1/12</u>		<u> x 1/12</u>
\$ 701,881	Allowable 2010 Temporary Budget Amend.	\$ 209,780

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RESOLUTION #33-2010*

APPROVE BILLS AND VOUCHERS FOR PAYMENT

BE IT RESOLVED by the Town Council of the Town of Newton that payment is hereby approved for all vouchers that have been properly authenticated and presented for payment, representing expenditures for which appropriations were duly made in the 2008 and 2009 Budgets adopted by this local Governing Body, including any emergency appropriations, and where unexpended balances exist in said appropriation accounts for the payment of such vouchers.

TOWN BILLS

95,441.67	Bank of New York	1010010
2.00	NJ Motor Vehicle Services	26655
203,653.00	Payroll Account	1010011
269.97	Staples Credit Plan	26656
2,536.94	Montague Tool & Supply	26657
561.00	Decker's Fire & Safety	26658
815.69	G & G Diesel Service, Inc.	26659
939.01	G & H Service Inc.	26660
863.31	New Jersey Herald	26661
13.54	Pumping Services	26662
35.00	Centurylink Communications, Inc.	26663
123.13	Centurylink Communications, Inc.	26664
2,826.70	Centurylink Communications, Inc.	26665
1,890.00	Hollander, Hontz, Hinkes & Pasculli LLC	26666
846.50	Rowe & Company Inc.	26667
158.00	West Group	26668
2.78	Hayek's Market Inc.	26669
62.00	Peter J. Kays	26670
62.00	James Sisco	26671
62.00	Richard A. Straway, Jr.	26672
62.00	Thomas Straway	26673
442.62	Vital Computer Resources, Inc.	26674
319.87	Newton Citgo	26675
254.21	Miami Systems	26676
375.00	J & D Sales and Service	26677
28.50	Newton Trophy	26678
46.00	William F. Smith	26679
62.00	Brock Kithcart	26680
62.00	William Hagaman	26681
275.00	Lou's Glass	26682
60.00	Minisink Press Inc.	26683
50.00	Microsystems-NJ Com, LLC	26684
55.00	Joseph Carr	26685
685.49	Diamond Sand & Gravel, Inc.	26686
193.49	Sebring Auto Parts	26687
234.07	Major Police Supply	26688
46.00	Ervin Lasso	26689
506.95	Boonton Tire Supply	26690
839.76	Vision Service Plan	26691
188.11	Verizon Wireless	26692
45.00	MCAA of New Jersey	26693
378.13	Medtronic Physio-Contrl Corp.	26694
11.44	Walmart	26695
1,215.00	Vogel, Chait, Collins, Schneider, PC	26696
58.86	Butler Transcription Service	26697
172.27	The Home Depot	26698
71.00	Guardline Fire & Safety Co., Inc.	26699
237.00	Poster Compliance Center	26700
89.80	Mid-County Paper Stock Co., Inc.	26701

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1,896.92	Staples Business Advantage	26702
313.00	CSS Test	26703
60.54	Nestle Waters	26704
62.00	Steve Estler	26705
6,189.00	Pinnacle Wireless, Inc.	26706
257.72	Municipal Graphics, Inc.	26707
60.00	NABI	26708
55.00	Eric Tompkins	26709
58.00	Firefighter One	26710
62.00	Adam Vough	26711
960.00	International City/County Management Assoc.	26712
62.00	William Oswin, III	26713
132.00	Back Thru the Future	26714
168.00	Jersey Central Power & Light	26715
1,260.00	North Jersey Municipal Benefits Fund	26716
8,503.92	Atlantic Salt, Inc.	26717
2,170.00	Dolan & Dean Consulting Eng., LLC	26718
175,432.00	NJMEBF	26719
593.20	284 Aggregates, LLC	26720
1,460.00	Chelbus Cleaning Co., Inc.	26721
62.00	Roy Leyman	26722
55.00	Dustin McGarry	26723
1,144.00	NVT Licenses, LLC	26724
13.54	VOID	26725

CAPITAL

7,960.00	Harold Pellow & Assoc., Inc.	7496
671.02	J & D Sales and Service	7497
2,534.00	Firefighter One	7498
526.90	W. B. Mason	7499
8,840.00	FKA Architects	7500
609.38	RANCO Mechanical, Inc.	7501

Total TOWN BILLS \$540,386.41

WATER AND SEWER ACCOUNT

587.26	Newton Postmaster	11341
143,471.00	U.S.D.A. / FHA	106005
26,926.95	Payroll Account	106006
486.07	Payroll Account	106006
47.97	Staples Credit Plan	11342
29.55	Montague Tool & Supply	11343
8,244.44	MWH Americas, Inc.	11344
245.13	Hach Company	11345
503.82	CCP Industries	11346
170.88	Lee Company	11347
3,324.40	Andres & Mooney Electric Inc.	11348
3,626.10	Coyne Chemical Corp., Inc.	11349
1,311.17	Centurylink Communications, Inc.	11350
125.85	Centurylink Communications, Inc.	11351
109.00	Lock & Key World	11352
16.00	Newton Trophy	11353
175.00	Minisink Press Inc.	11354
950.00	Bank of New York	11355
99.36	Limecrest Quarry Developers	11356
93.16	McGuire	11357
413.00	Treasurer, State of New Jersey	11358
157.22	Vision Service Plan	11359
4,032.00	Passaic Valley Sewerage Comm.	11360
205.70	The Home Depot	11361

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3,777.52	Suburban Energy Services	11362
3,133.74	Pall Corporation	11363
27,218.00	NJMEBF	11364

Total WATER & SEWER BILLS \$229,480.29

TRUST ACCOUNT

122.06	Harold Pellow & Assoc., Inc.	2753
1,044.00	Hollander, Hontz, Hinkes & Pasculli LLC	2754
480.00	Vogel, Chait, Collins, Schneider, PC	2755
360.00	Ferriero Engineering, Inc.	2756

Total TRUST ACCOUNT BILLS \$2,006.06

An application for an Off-Premise (50/50) raffle from the Newton Fire Department Auxiliary, P.O. Box 203, Newton, to be held on Friday, November 26, 2010 at 8:00 p.m., at the Newton Fire House No. 1, 22 Mill Street, Newton. Proceeds of this game(s) are to be devoted to help the fire department purchase needed equipment.

A motion was made by Mrs. Le Frois to approve the **COMBINED ACTION RESOLUTIONS**, seconded by Mrs. Becker and roll call resulted as follows:

Mrs. Unhoch	Yes	Mrs. Becker	Yes
Mrs. Le Frois	Yes	Mr. Ricciardo	Yes
	Mayor Elvidge	Yes	

DISCUSSION

A. Newton First Aid Squad – Workmen’s Compensation

Mr. Thomas Russo, Jr. read the following Memorandum dated March 2, 2010.

TO: Town Council
FROM: Thomas S. Russo, Jr., Town Manager
DATE: March 2, 2010
SUBJECT: Newton First Aid Squad Workers’ Compensation
CC: D. Babcock
D. Millikin, Deputy Town Manager
K. Mitchell, Mitchell Insurance Agency
File

“On February 11, 2010 I was approached by Sandra Diglio of the Newton First Aid Squad, requesting that the Town of Newton provide Worker’s Compensation coverage for the Squad.

As way of background, Workers’ Comp is designed to cover employees, and volunteers are not considered employees except as expanded in NJSA 34:15-43. Since the Town exercises no control or supervision over the Squad, they have not been previously covered by the Town. However, in one particular section of the Statute, there is language that clarifies that “under the control or supervision” means that a **substantial part of the expenses are paid by the Town**, or the Squad is designated by ordinance as the first aid squad of the municipality. Based on quarterly financial statements filed with the Town, I estimate approximately 50% of the Squad’s revenues are derived via the Town’s annual \$32,000 contribution.

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In order to develop clarity on this matter, I forwarded the Squad's request to our insurance carrier, Statewide Insurance, as well as to our Insurance Agent, Keith Mitchell. Attached you will find the summary of findings from Lorraine Staples, Esq. of Gebhardt & Kiefer, the attorneys for Statewide Insurance. You will note that her conclusion is that the "Town of Newton is required to provide workers' compensation coverage for the Newton First Aid Squad members pursuant to NJSA 34:15-43 and NJSA 34:15-74."

Also attached are two price quotes obtained by Keith Mitchell for the Town-provided Workers' Compensation coverage. Keith will join us Monday evening to discuss same during our Council meeting. I have also reached out to Ms. Diglio to attend on behalf of the Squad.

My recommendation is that the Council follow the advice of our attorney and provide coverage to NFAS through Statewide Insurance at a cost of \$8,313 for the year 2010. Note that this may be prorated as the coverage would not take effect retroactively.

Also, you will have to make a policy/budget determination for me if this additional, unanticipated expense is to be in addition to the \$32,000 already committed to the Squad for 2010, or if it is to be deducted from same as was suggested by Ms. Staples. As the additional \$8,000 will be a strain on an already robust budget increase, I would recommend deducting same from the \$32,000."

In attendance for discussion were members of the Newton First Aid Squad: Mrs. Sandra Diglio, Mr. Irv Kinney and Mr. Dave Dolan. Also in attendance was Mr. Keith Mitchell, Insurance Agent for the Town.

Mr. Keith Mitchell outlined the estimated quote he used in order to provide a cost to the Town of Newton to cover the cost of workers' compensation coverage for the Newton First Aid Squad. Mr. Mitchell advised that in speaking to Mrs. Diglio, Treasurer of NFAS, at the beginning of this meeting, the insurance calculations he provided will change based on the new numbers of members in the Squad, which is significantly less than originally estimated.

Mrs. Sandra Diglio addressed the Council and provided a packet to the members of the governing body which outlined statistics on number of calls as well as budget information. Mrs. Diglio requested payment of workers' compensation; gas and fuel; as well as cost of the water and sewer bills.

Mr. Russo advised Council that the increase to the Newton First Aid Squad last year was \$2,000 for a total Town contribution of \$32,000. Mr. Russo increased the contribution to cover the cost of W/S utilities and gasoline costs.

Mayor Elvidge outlined the most recent meeting held with Town officials, Newton First Aid Squad members, as well as members of surrounding municipal First Aid Squads, regarding issues with coverage on the Newton First Aid Squad. In conclusion, a commitment to do the following over the next 6 months was agreed upon.

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1. Enhanced volunteer recruitment efforts
2. Work more closely with the Newton Fire Department for volunteers
3. Process three volunteer application that are in the works
4. Look into LOSAP as an incentive program
5. Use Newton FAS as 1st Tone; Paid Squads from Atlantic Health and St. Clare's as 2nd Tone; and Mutual Aid as 3rd Tone.

Mr. Kinney advised that he will be pursuing the LOSAP avenue for the Newton First Aid Squad.

After a lengthy discussion, Council requested revised cost figures, from our Insurance Agent, for workman's compensation and discussion will be continued at the next Council meeting.

INTERMISSION – 8:03pm – 8:15pm

B. Main Street Newton

Kevin Kelly, Esq. and Mr. Jim Sheldon, attended the meeting on behalf of the Main Street Newton program. A discussion was held regarding the \$40,000 annual funding commitment from the Town of Newton as well as the proposed Business Improvement District (BID) for the future funding of the MSN program. After lengthy discussion, the Council agreed to provide \$10,000 of funding via resolution at the next Council meeting. The leadership of MSN is expected to return quarterly (June, September, and December) to discuss their fundraising progress in order to seek the remaining \$30,000 in funds from the Town of Newton.

OPEN TO THE PUBLIC

Mayor Elvidge opened the meeting to the public.

Mr. Ray Storm, 202 Main Street, commended Council on issuing quarterly payments to Main Street Newton (MSN) but expressed his frustration to Governing Body because the private matching funds have not been met by Main Street Newton. Councilwoman Le Frois advised that the Ordinance was changed last year to eliminate the matching fund component of the agreement with the Town. It was a business decision to continue funding Main Street Newton, based on the many bench marks that Main Street Newton has met and the goals that they are striving to achieve. It was noted that MSN currently has a strong board with great representation.

Mr. Anwar Qarmout, 45 Woodside Avenue, asked several questions of Main Street Newton which was addressed by Mr. Kelly and Mr. Sheldon. Mr. Qarmout suggested that perhaps a meeting should be held to address any outstanding debts owed to MSN and was

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advised by Mr. Sheldon that he will continue to address any outstanding debts owed to MSN.

Mr. Neil Flaherty, 154 Sparta Avenue, inquired on how Main Street Newton is measuring their success and was advised by Mr. Kelly that MSN has created a plan and will continue to work on the goals and objectives set by the Board as well as continuing to report to the Town Council on a quarterly basis. Mr. Sheldon noted that the Main Street Newton's website is a business tool with information which will streamline the opening of new businesses in Town, which was one of the goals set by the Board.

COUNCIL & MANAGER COMMENTS

Mr. Russo advised the Council that the Newton Ladder Fire Truck is going to be looked at to determine the cost of fixing same and to determine if the vehicle can be totaled for insurance purposes.

ADJOURNMENT

There being no further business to be conducted, upon motion of Mrs. Becker, seconded by Mrs. Le Frois and unanimously carried, the meeting was adjourned at 9:44 p.m.

Respectfully submitted,

Lorraine A. Read, RMC
Municipal Clerk