

October 25, 2021

The regular meeting of the Town Council of the Town of Newton was held in person and via Zoom on the above date at 7:00 pm. Present were Mr. Couce, Mrs. Diglio, Mrs. Teets, Deputy Mayor Schlaffer, Mayor Dickson, Municipal Clerk Teresa A. Oswin, and Thomas S. Russo, Jr., Town Manager. Eric Bernstein, Esq., Town Attorney was also present.

Mayor Dickson then made the following declaration "in accordance with the Open Public Meetings Act, notice of this Regular meeting was given to the two newspapers of record and posted on the official bulletin board on January, 4, 2021".

Mayor Dickson led the Pledge of Allegiance to the flag and the Clerk called the roll.

### **APPROVAL OF MINUTES**

Upon motion by Mrs. Diglio, seconded by Mrs. Teets and unanimously carried, the minutes for the October 13, 2021 Regular meeting were approved.

### **OPEN TO THE PUBLIC**

At this time, Mayor Dickson read the following statement:

*"At this point in the meeting, the Town Council welcomes comments from any member of the public on any topic. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to take one turn at the microphone and please limit their comments to 3 minutes. The Municipal Clerk will keep time. If reading from a prepared statement, please provide a copy and email a copy to the Clerk's Office after making your comments so it may be properly reflected in the minutes. Council may choose to comment after the entire public portion has concluded. Please state your name and address for the record."*

Mayor Dickson stated those in attendance will be given first priority at the microphone. Those on Zoom can use the raise hand or chat option to notify us you wish to speak.

There was no one in the audience wishing to be heard.

On Zoom, there was no one wishing to be heard.

There being no one else from the public to be heard, Mayor Dickson closed the meeting to the public.

### **COUNCIL & MANAGER REPORTS**

#### **Town Manager Russo**

Mr. Russo asked Mayor Dickson to read the following Proclamation so it will be recorded into the minutes.

October 25, 2021

**Office of the Mayor**

**PROCLAMATION**

**Domestic Violence Awareness Month**

**October 2021**

**WHEREAS**, domestic violence impacts our families, homes, communities, schools, institutions, and workplaces on a daily basis; and

**WHEREAS**, domestic violence does not discriminate and touches all communities regardless of age, race, disability, gender identity, sexual orientation, culture, religion, or socioeconomic status; and

**WHEREAS**, without intervention, cycles of violence perpetuate through generations; and

**WHEREAS**, domestic violence prevention is the best form of victim services, and just as public health's systematic approaches have helped mitigate a range of threats once thought to be intractable, they can also help to prevent domestic violence; and

**WHEREAS**, research shows that creating communities where people are connected, supportive, and care for one another can reduce incidents of domestic violence;

**NOW THEREFORE, WE**, the Mayor and Town Council of the Town of Newton, hereby proclaim **October 2021** as

**Domestic Violence Awareness Month**

and urge all residents to recognize the impact of domestic violence in our community.

*In witness whereof I have hereunto set my  
Hand and caused this seal to be affixed.*

s/ Matthew Dickson

Attest: s/Teresa A. Oswin, RMC

Date: October 25, 2021

**Councilman Couce** – nothing to report.

**Councilwoman Diglio** – stated on 10/20 she attended the Prime Time Senior meeting. She encourages all Seniors to join the group. It is a great way to socialize and they are always planning events. They meet on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month. They are planning their Thanksgiving luncheon which will take place on November 18<sup>th</sup>. On 10/21 she attended the Sussex County Chamber luncheon and gave an update on things happening in Newton.

**Councilwoman Teets** – nothing to report.

**Deputy Mayor Schlaffer** – asked Mr. Russo if there has been any update on the parking issue on Kelsey Avenue he mentioned last meeting. Mr. Russo advised he will check with Adam and let him know.

**Mayor Dickson** – read the following statement: "From October 22<sup>nd</sup> to October 25<sup>th</sup>, the Sussex County Division of Health reported 81 additional cases of COVID19 among County residents, for a total number of 17,762 confirmed cases. Of the 17,762 cases, 17,067 cases have been classified as recovered. Additionally, the SCDOH reports 1 new death for a total of 332 deaths. For information on vaccine or COVID testing locations you can visit [Sussex.nj.us](https://Sussex.nj.us) and click on the COVID-19 link.

The Sussex County Board of County Commissioners are conducting a survey to collect data from small businesses in support of the American Rescue Plan. The County is requesting small businesses [complete a survey](#) about the pandemic's impact on their operations. The survey will also identify what type of help is needed now. Results of this survey will assist the County in the development of its recovery plan. This plan will identify what projects will be funded with the Local Recovery Funds. A link to the survey can be found at [sussex.nj.us](http://sussex.nj.us).

Congratulations to the Newton High School Football Team on winning their 5th straight division title.

Congratulations to the Newton High School Marching Band on coming in 2nd place at the Music in the Mountains Competition this weekend in Vernon."

**UNFINISHED BUSINESS** – None.

**ORDINANCES**

Mayor Dickson directed the Clerk to read aloud the following Ordinance relative to final adoption.

**ORDINANCE #2021-19**

**AN ORDINANCE TO AMEND, REVISE, AND SUPPLEMENT CHAPTER 30 THE TOWN CODE OF THE TOWN OF NEWTON, ENTITLED "POLICE DEPARTMENT", MOST NOTABLY SECTION 30-5 "QUALIFICATION AND APPOINTMENT OF MEMBERS OF DEPARTMENT" OF THE TOWN CODE**

Mayor Dickson opened the meeting to the public.

There being no one from the public to be heard, the Mayor closed the meeting to the public.

The aforementioned **ORDINANCE** was offered by Deputy Mayor Schlaffer who moved its adoption, seconded by Mrs. Diglio and roll call resulted as follows:

Mr. Couce	Abstain	Mrs. Diglio	Yes
Mrs. Teets	Abstain	Deputy Mayor Schlaffer	Yes
	Mayor Dickson	Yes	

This Ordinance will take effect after publication and adoption according to law.

**CONSENT AGENDA**

Mayor Dickson 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."*

Mr. Russo reviewed the consent agenda items.

**RESOLUTION #204-2021\***

**“Authorizing the Town of Newton to Enter into an Agreement with The Canning Group, LLC for the Provision of Qualified Purchasing Agent Services for Calendar Year 2022”**

**WHEREAS**, the Town of Newton is in need of Qualified Purchasing Agent (“QPA”) services; and

**WHEREAS**, The Canning Group, LLC can provide QPA services, in accordance with N.J.S.A. 40A:11-9; and

**WHEREAS**, QPA services are exempt from bidding requirements per N.J.S.A. 40A:11-3, et. seq.; and

**WHEREAS**, the Town of Newton desires to enter into an agreement with The Canning Group, LLC for QPA services, effective January 1, 2022 through December 31, 2022, based on the proposal submitted September 1, 2021 in the amount of \$6,500.00;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey, as follows:

1. The Town Manager is hereby authorized to execute the Agreement between the Town of Newton and The Canning Group, LLC for QPA services based on the proposal submitted dated September 1, 2021 in the amount of \$6,500.00; and Sean P. Canning, MPA, QPA is hereby appointed as Qualified Purchasing Agent for the Town of Newton effective January 1, 2022 through December 31, 2022.

**RESOLUTION #205-2021\***

**Approval of the Execution of a Shared Services Agreement with Montague Township to Provide Certified Tax Collection Services for the period of December 20, 2021 through December 31, 2023”**

**WHEREAS**, the Township of Montague (“Montague”) wishes to obtain the services of one or more Certified Tax Collector’s services on a limited basis; and

**WHEREAS**, the Town of Newton (“Newton”) is willing to enter into a Shared Services Agreement with Montague to provide the services of both of its Certified Tax Collectors on a limited basis to Montague; and

**WHEREAS**, Newton has forwarded to Montague a Shared Services Agreement, a copy of which is attached, which sets forth the terms and conditions of the shared tax collection services on a limited basis for the period of December 20, 2021 through December 31, 2023; and

**WHEREAS**, these types of shared services are just what the State of New Jersey envisioned when it seeks to encourage the same;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey that the Town Manager and Municipal Clerk are hereby authorized, on behalf of the Town of Newton, to execute a Shared Services Agreement with the Township of Montague to provide certified tax collection services to Montague.

**RESOLUTION #207-2021\***

**“A Resolution of the Town of Newton, in the County of Sussex, New Jersey Authorizing Emergency Parts and Repairs Regarding SCADA at High Street Pump Station”**

**WHEREAS**, an emergency has arisen at the Town of Newton High Street Pump Station, where the SCADA experienced service interruption threatening potable water supply, and required emergency parts and service through Rapid Pump & Meter Company Inc.; and

**WHEREAS**, N.J.S.A. 40A:11-6, and N.J.A.C. 5:34-6.1 provides for the appropriate actions to be undertaken by the Town under these circumstances to procure a company that may remedy; and

**WHEREAS**, emergency parts and repair will be performed by Rapid Pump & Meter Company Inc. in the amount of is \$23,772.00; and

**WHEREAS**, the Chief Financial Officer hereby certifies that funds are available NOT TO EXCEED \$23,772.00 as follows:

Ordinance 2020-16	Account #6192010	\$23,665.69
Capital Outlay	Account #6089293	\$ 106.31

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of the Town of Newton authorizes the Town Manager to authorize the emergency purchase, in accord with N.J.S.A. 40A:11-6, with Rapid Pump & Meter Company Inc. not to exceed \$23,772.00.

**RESOLUTION #208-2021\***

**“Resolution Approving Vacation & Sick Leave and Accumulated Compensatory Time Payout for Michael Monaco”**

**WHEREAS**, Michael Monaco, Police Lieutenant, with the Newton Police Department, retires effective October 31, 2021 and is entitled to payout for unused and accrued vacation & sick leave, and accrued compensatory time pursuant to applicable law, Town ordinances, Policemen's Benevolent Association, Local #138 – Superior Officers Association Agreement, and the Town of Newton Personnel Policy and Procedures Manual and Employee Handbook;

**NOW, THEREFORE BE IT RESOLVED**, the Town Council authorizes the following payout for unused and vacation & sick leave, and accumulated compensatory time to Michael Monaco as follows:

<b><u>EMPLOYEE</u></b>	<b><u>RETIREMENT DATE</u></b>	<b><u>PAYOUT TOTAL</u></b>
Michael Monaco	October 31, 2021	\$67,127.76

**BE IT FURTHER RESOLVED**, that appropriate Town employees are hereby authorized to make the payments set forth above, with any required revisions to the payout amounts.

**RESOLUTION #209-2021\***

**“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 2020 and 2021 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.

**List of Bills - CLEARING/CLAIMS**

<b>Check#</b>	<b>Vendor</b>	<b>Check Total</b>
4676	ADVANCE AUTO PARTS .....	11.99
4677	AIRMARK POOLS, INC.....	2,498.85
4678	AUTOZONE INC. ....	27.18
4679	BADGER METER, INC. ....	1,800.00
4680	BARBARA HUNTON .....	8.49
4681	BOONTON TIRE SUPPLY INC. ....	1,728.59
4682	BRAEN STONE SPARTA .....	989.04
4683	CAMPBELL'S SMALL ENGINE INC. ....	97.79
4684	CENTURYLINK COMMUNICATIONS, INC. ....	77.08
4685	CENTURYLINK COMMUNICATIONS, INC. ....	1.90
4686	CENTURYLINK COMMUNICATIONS, INC. ....	3,902.63
4687	CHLORINATOR & INSTRUMENT., INC. ....	3,060.00
4688	COUNTY OF SUSSEX .....	819,897.49
4689	COUNTY OF SUSSEX .....	57,050.99
4690	COUNTY OF SUSSEX .....	3,152.11
4691	COYNE CHEMICAL CORP., INC. ....	675.00
4692	CURRENT ACCOUNT .....	33,564.00
4693	DECOTIIS, FITZPATRICK, COLE& GIBLIN, LLP .....	259.00
4694	DIFRANCESCO BATEMAN,PC .....	200.00
4695	E-PASS .....	8.54
4696	ELECTRONIC SYSTEMS SOLUTIONS INC. ....	190.00
4697	ELIZABETHTOWN GAS .....	1,384.50
4698	ERIC M. BERNSTEIN & ASSOCIATES, LLC .....	5,346.43
4699	ESTREMER, MICHELLE .....	82.88
4700	FOREMOST PROMOTIONS, INC. ....	1,874.76
4701	GIBBONS P.C. ....	2,525.68
4702	GRAVITY DESIGN WORKS, INC. ....	750.00
4703	HANNA INSTRUMENTS, UNITED STATES, I .....	270.00
4704	HAYDEE BALLESTER .....	140.00
4705	HAYEK'S MARKET INC. ....	696.24
4706	HOME DEPOT, INC. ....	1,092.42
4707	J & D SALES & SERVICE,LLC. ....	230.49
4708	J. CALDWELL & ASSOCIATES, LLC. ....	1,062.50
4709	JCP&L .....	6,398.73
4710	JMC ENVIRONMENTAL CONSULTANTS, INC. ....	1,132.50
4711	JOHNNY ON THE SPOT, LLC. ....	541.25
4712	K & A TOWING AND RECOVERY LLC .....	750.00
4713	KIEFFER ELECTRIC, INC. ....	11,207.00
4714	KIMBALL MIDWEST .....	70.45
4715	KKPR MARKETING & PUBLIC RELATIONS, .....	385.00
4716	LADDEY, CLARK & RYAN, LLP .....	2,874.99
4717	LAW OFFICE OF DANIEL P. AGATINO, LLC. ....	1,333.33
4718	MAIN POOL & CHEMICAL COMPANY, INC. ....	3,635.80
4719	MCGUIRE, INC. ....	55.36
4720	MICROSYSTEMS-NJ COM, LLC. ....	2,911.08
4721	MONTAGUE TOOL & SUPPLY, INC. ....	16.88
4722	MORRIS ASPHALT SUPPLY, LLC .....	10,049.63
4723	New Jersey Herald .....	308.64
4724	NEWTON BOARD OF EDUCATION .....	1,110,506.41
4725	NEWTON FIRST AID SQUAD .....	190.00
4726	NIELSEN FORD .....	1,164.56
4727	NJSACOP .....	105.00
4728	NOAH'S ARK PORT-A-JON .....	1,235.00
4729	NORTHERN RAIN .....	103.00
4730	ONE CALL CONCEPTS, INC. ....	125.83
4731	PASSAIC VALLEY SEWERAGE COMM. ....	5,355.00
4732	PELLOW, HAROLD & ASSO, INC. ....	9,654.25
4733	PELLOW, HAROLD & ASSO, INC. ....	32.50

4734	PENTELEDATA .....	319.90
4735	POOL OPERATION MANAGEMENT .....	335.00
4736	PORTER LEE CORPORATION .....	923.00
4737	PROFESSIONAL CONSULTING INC. ....	5,881.25
4738	QUADIENT INC. ....	529.41
4739	QUILL CORPORATION .....	65.98
4740	R & J CONTROL INC. ....	2,150.00
4741	RACHLES/MICHELE'S OIL COMPANY, INC. ....	7,484.50
4742	Reliance Standard Life Insurance Co .....	407.18
4743	ROK INDUSTRIES, INC .....	270.00
4744	SCHENCK, PRICE, SMITH, & KING, LLP .....	297.15
4745	SCMUA .....	1,308.77
4746	SEBRING AUTO PARTS, INC. ....	631.74
4747	SF MOBILE-VISION, INC. ....	628.00
4748	SKYLANDS AREA FIRE EQUIP & .....	14,912.28
4749	SLOAN, JAMES P. ....	3,511.91
4750	SMALLEY, JOHN H .....	1,466.81
4751	SPARTA TOWNSHIP TAX COLLECTOR .....	16,332.45
4752	STAPLES .....	83.81
4753	SUBURBAN CONSULTING ENGINEERS, INC. ....	6,810.00
4754	SUSSEX & WARREN TAX COLL .....	60.00
4755	SYNCHRONY BANK .....	197.26
4756	SYNCHRONY BANK .....	183.79
4757	T.A. MOUNTFORD COMPANY, INC. ....	313.34
4758	TAYLOR OIL CO., INC. ....	5,888.42
4759	THE CANNING GROUP, LLC. ....	541.67
4760	THE FARMER'S DAUGHTER .....	25.00
4761	TRANS WORLD ASSURANCE CO. ....	400.00
4762	TREASURER, STATE OF NEW JERSEY .....	300.00
4763	UL LLC .....	1,585.00
4764	UNITED SITE SERVICES, INC .....	6,390.75
4765	VERIZON WIRELESS, INC. ....	1,388.27
4766	VOGEL, CHAIT, COLLINS, SCHNEIDER, PC, .....	810.00
4767	WANTAGE TOWNSHIP .....	1,487.54
4768	WEIS MARKETS, INC. ....	25.00
4769	WIELKOTZ & COMPANY, LLC. ....	22,312.50
4770	WITMER PUBLIC SAFETY GROUP, INC. ....	6,101.10

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**TOTAL** **2,227,197.54**

Mayor Dickson asked if any member of the Council would like to pull a Resolution for discussion. Councilman Couce asked for Resolution #206-2021 to be removed for further discussion.

A motion was made by Mrs. Diglio to approve the **COMBINED ACTION RESOLUTIONS**, seconded by Deputy Mayor Schaffer and roll call resulted as follows:

Mr. Couce Yes(Abstain on #208-2021 and Check No. 4725)	Mrs. Diglio	Yes
Mrs. Teets Yes(Abstain on #208-2021 and Check No. 4692)	Deputy Mayor Schaffer	Yes
Mayor Dickson	Yes (Abstain on Check No. 4724)	

Councilman Couce questioned the Horton Mansion piece of Resolution #206-2021, stating the mansion has been an issue in the past with regards to its longevity and future and the amount of work needed on the building, is there a specific plan for the building. Mrs. Diglio stated she talked to the College Foundation and their plan is to

have the students use the building in design and planning of the repairs as part of the curriculum.

**RESOLUTION #206-2021**

**“Concur with the Utility Plan for Sussex County Community College: Block 8.08 Lots 8, 9, and 10; Building E, Block 3301 Lots 2, 2.01, & 2.02 (Hampton Twp.); Building R, Horton Mansion Block 3.01, Lot 19”**

**WHEREAS**, at a special meeting of the Newton Utility Advisory Board conducted on October 12, 2021, Glenn Kienz, Esq. of the Weiner Law Group, and Kenneth Dykstra, P.E., L.S., of Dykstra-Walker Design Group, representing Sussex County Community College, appeared before the Board to request approval of the Utility Plans to extend water and sanitary sewer utilities to the college's buildings on the properties captioned above; and

**WHEREAS**, Mr. Dykstra presented his utility map and gave an explanation of the proposed utility plan to replace the existing 1" water service to the existing building (formerly the McGuire building) with a new 3" ductile iron water service, and for the extension of water and sanitary sewer service to the existing rear building on the property located at 41-47 Main Street; and

**WHEREAS**, Mr. Dykstra explained the proposal to extend the existing potable water and sanitary sewer services from existing Building "E" (which straddles the Town of Newton/Hampton Township municipal boundary) into the proposed addition located in Hampton Township at the Sussex County Community College campus; and

**WHEREAS**, Mr. Dykstra explained the proposal to connect Building "R" and the Horton Mansion buildings at the Sussex County Community College to the private sanitary sewer mains on the Sussex County Community College campus, which ultimately discharge to the Town of Newton Sanitary Sewer system; and

**WHEREAS**, Mr. David Simmons, P.E., L.S., the Town of Newton Water Engineer, submitted reports on each of the above three locations to the Board dated October 5, 2021, outlining all conditions for the three projects and his calculations for water and sewer gallonage allocations and connection fees; and

**WHEREAS**, the Utility Advisory Board agrees with Mr. Simmons' calculations as set forth below with a total cost of **\$235,296.05** for the water and sanitary sewer connection fees for the above-described projects as follows:

For the extension of water/sewer at the 41-47 Main Street building:

**\$101,129.00**

For the extension of water/sewer for the addition on building "E":

**\$84,056.05**

For the sanitary sewer hookup to Building "R" and Horton Mansion:

**\$50,111.00**

**WHEREAS**, this approval is granted subject to the conditions outlined by Mr. Simmons in his three reports dated October 5, 2021 on each of the above projects;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton that this Governing Body hereby concurs with the recommendations of the Utility Advisory Board and conditionally approves the fees and conditions as set forth above; and

**BE IT FUTHER RESOLVED**, the Newton Town Manager and Newton Water Engineer are hereby authorized to collectively determine the proper timing of the aforementioned fees, in consultation with the Town's Chief Financial Officer, for each of the three project locations.

A motion was made by Mr. Couce to approve **RESOLUTION #206-2021**, seconded by Deputy Mayor Schlaffer and roll call resulted as follows:

Mr. Couce	Yes	Mrs. Diglio	Yes
Deputy Mayor Schlaffer	Yes	Mrs. Teets	Yes
	Mayor Dickson	Yes	

**DISCUSSION**

**a. Best Practices/Parking Authority**

Mrs. Miebach outlined the 2021 Best Practice Inventory requirements. It was noted the Town did well with a score of 21.5 out of 23, which exceeds the State mandate score of 15. Mrs. Miebach said the Town is in great shape. Council was pleased with the Town's score and thanked Mr. Russo and Mrs. Miebach for their efforts.

Mrs. Miebach reviewed the Parking Authority operations stating the Town is looking to keep the rate structure the same for 2022 but plans to increase the capital spending with the purchase of 4 kiosks for approximately \$40,000.00 with upgraded technology to allow payment by credit card/phone apps to increase revenue and ease of enforcement. She stated they also upgraded 80 of the 186 meters in 2021 and are looking to do another 40 in the upcoming year.

**OPEN TO THE PUBLIC**

Mayor Dickson opened the meeting to the public.

There was no one in the audience wishing to be heard.

On Zoom, Helen Le Frois, 132 Main Street, Newton, NJ thanked the Council for their proclamation for Domestic Awareness Month, stating 1 in 4 women, 1 in 7 men, and 1 in 3 teens suffer from domestic violence in their life. Abusers isolate their victims and increasing the awareness especially among our first responders is so important. Also, as member of the Parking Authority she is excited to explore more technology to make parking easier for the public.

Ludmilla Mecaj, 9 Madison Street, thanked the Council for their proclamation for Domestic Awareness Month. She stated October is Breast Cancer Awareness month also, and questioned if the Council could do another proclamation.

October 25, 2021

There being no one else from the public to be heard, Mayor Dickson closed the meeting to the public.

**COUNCIL & MANAGER COMMENTS**

Mr. Russo stated the 2006 Ford Bus has been repaired and the Senior Shuttle will be back in operation starting tomorrow, October 26<sup>th</sup>.

Mr. Russo also stated he received a letter of resignation from Don Donofrio effective November 1<sup>st</sup>. Mr. Donofrio wrote:

*"After some 35 years of full and part time service to the taxpayers of the Town of Newton, the time has come to move on to a new chapter in life. It has been my honor to serve with the fine men and women of the Town of Newton, and I will miss them all.*

*Thank you for your leadership you provide to the Town of Newton, Lord willing, I will see you occasionally over the years during future walk out ceremonies for retiring officers."*

Mr. Russo wishes him well in his retirement.

Mrs. Diglio stated on 10/18 she attended the Historic Preservation Advisory Commission meeting. Teyma presented 5 applications. Four were approved, the last one for 200 Spring Street will need to come back in December with revised plans and also go to the Planning Board for parking issues as they are wishing to construct a 5-story building with 28 apartments and a restaurant.

**EXECUTIVE SESSION – None.**

There being no further business to be conducted, upon motion of Mr. Couce seconded by Mrs. Diglio and unanimously carried, the regular meeting was adjourned at 7:24pm.

Respectfully submitted,



Teresa A. Oswin, RMC  
Municipal Clerk