

TOWN OF LEDYARD

741 Colonel Ledyard Highway Ledyard, CT 06339 http://www.ledyardct.org

Administration Committee Meeting Minutes

Chairman Kevin J. Dombrowski

Special Meeting

Wednesday, September 28, 2022

5:00 PM

Council Chambers - Town Hall Annex- Hybrid Format

In -Person - Council Chambers - Town Hall Annex

Join Zoom Meeting from your Computer, Smart Phone or Tablet: https://us06web.zoom.us/j/82095948264?pwd=aXRsVUtyeXNnWGJBUVhVYjlrd0g2dz09 Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 820 9594 8264; Passcode: 155442

I CALL TO ORDER

the Meeting was called to order by Councilor Ingalls at 5:33 p.m. at the Town Hall Annex Building.- Council Chambers.

Councilor Ingalls welcomed all to the Hybrid Meeting. She stated for the Town Council Administration Committee and members of the Public who were participating via video conference that remote meeting information was available on the Agenda that was posted on the Town's Website - Granicus-Legistar Meeting Portal.

II. ROLL CALL

Present: Councilor Andra Ingalls

Councilor Mary K. McGrattan

Councilor Whit Irwin

In addition the following were present:

S. Naomi Rodriguez, Town Councilor Roxanne Maher, Administrative Assistant

III. CITIZENS COMMENTS

None.

IV. PRESENTATIONS / INFORMATIONAL ITEMS

None.

V. APPROVAL OF MINUTES

MOTION to approve the Administration Committee Special Meeting Minutes of July 27, 2022.

Moved by Councilor Irwin, seconded by Councilor McGrattan VOTE:3 - 0 Approved and so declared

RESULT: APPROVED AND SO DECLARED

MOVER: Whit Irwin

SECONDER: Mary K. McGrattan

VII. BUSINESS OF THE MEETING

1. MOTION to appoint Ms. Elizabeth Peterson (D) 15 Browns Crossing Road, Gales Ferry to the Permanent Municipal Building Committee to complete a three-year term ending March 25, 2023 filing a vacancy left by Mr. Juskiewicz.

Moved by Councilor Irwin, seconded by Councilor McGrattan

Discussion: Councilor Ingalls stated after fourteen years of service former PMBC Chairman Steve Juskiewicz resigned from the Committee this past June, 2022 because he was relocating. She stated Ms. Peterson was a Supplier Quality Engineering Specialist at General Dynamics/Electric Boat and that she had an MBA from University of New Haven, and Bachelor of Science from UConn in Electrical and Computer Engineering noting that her background would make her an asset to the Committee. She noted the Democratic Nominating Committee has endorsed Ms. Peterson's appointment to the PMBC.

The Administration Committee noted that Mr. Gary Schneider was currently the PMBC Chairman.

VOTE: 3 - 0 Approved and so declared

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Whit Irwin

SECONDER: Mary K. McGrattan

AYE: 3 Ingalls, McGrattan and Irwin

2. MOTION to appoint Ms. Allison Troy (D) 548 Pumpkin Hill Road, Ledyard, to the Ledyard Farmers' Market Committee to complete a three (3) year term ending May 9, 2024 filling a vacancy left by Ms. Yaras.

Moved by Councilor Irwin, seconded by Councilor McGrattan

Discussion: Councilor Ingalls noted Ms. Troy's background stating that she has a Master's Degree in Human services and has worked as a Childcare Educator and

Family Resource Center Site Manager. In addition, Ms. Troy has experience in planning and executing Community Events for Children and Families.

Councilor Ingalls went on to note that Ms. Troy has been volunteering at the Farmers Market and would like to volunteer to serve on the Committee. She noted Ms. Troy was aware of the time commitment involved with serving on the Farmers Market and that the Democratic Nominating Committee has endorsed Ms. Troy's appointment to the Farmers Market.

VOTE: : 3 - 0 Approved and so declared

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Whit Irwin

SECONDER: Mary K. McGrattan

AYE: 3 Ingalls, McGrattan and Irwin

3. MOTION to appoint Ms. Sarah Martic (R) 59R Long Pond Road South, Ledyard, to the Ledyard Farmers' Market Committee to complete a three (3) year term ending May 9, 2024 filling a vacancy left by Ms. Allyn.

Moved by Councilor Irwin, seconded by Councilor McGrattan

Discussion: Councilor Ingalls stated Ms. Martic has been a full-time vendor & volunteer at the Ledyard Farmers Market for a number of years and would like to volunteer to serve on the Committee, noting that she understands the time commitment in serving on the Farmers Market Committee.

Councilor Ingalls stated Ms. Martic's appointment to this Committee has been endorsed by the Republican Nominating Committee. She noted the Farmers Market Committee had three vacancies. She stated with tonight's recommendations to appoint Ms. Troy and Ms. Martic that the Committee would still have one vacancy to fill.

VOTE: 3 - 0 Approved and so declared

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Whit Irwin

SECONDER: Mary K. McGrattan

AYE: 3 Ingalls, McGrattan and Irwin

4. MOTION to appoint Ms. Carol A. Schneider, (D) 101 Inchcliffe Drive, Gales Ferry, to the Senior Citizens Commission to complete a two (2) year term ending December 9, 2023 filling a vacancy left by Ms. Dykes.

Moved by Councilor Irwin, seconded by Councilor McGrattan Discussion: Councilor Ingalls stated because two Applications have been received for the one vacancy on the Senior Citizens Commission that she spoke with Senior Citizens Director Scott Johnson Jr. about the two candidates and the Commission's work to date. She noted that Mr. Johnson explained that the Senior Citizens Commission has been working to attract more members to the Senior Center.

Councilor Ingalls went on to note Ms. Schneider's background in Graphic Art, Retail, and Marketing would make her an asset to the Senior Citizens Commission's current goals relative to marketing and promoting the Senior Center. She stated the Democratic Nominating Committee endorsed Ms. Schneider's appointment to the Senior Citizens Commission.

VOTE: 3 - 0 Approved and so declared

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Whit Irwin

SECONDER: Mary K. McGrattan

AYE: 3 Ingalls, McGrattan and Irwin

5. No Action on the

Discussion and possible action on the

MOTION to appoint Ms. Clair Harris (U) 5 Cliff Road, Ledyard, to the Senior Citizens Commission to complete a two (2) year term ending December 9, 2023 filling a vacancy left by Ms. Dykes.

Councilor Ingalls noted as she mentioned in Item #4 (above) two Appointment Applications were received to fill one vacancy on the Senior Citizens Commission. She stated because of Ms. Schneider's background in Graphic Art, Retail, and Marketing; and the Senior Citizens Commission desire to better market the Center, the Administration Committee has moved her appointment forward to the Town Council for action. She stated should another vacancy become available on the Senior Citizens Commission that they could consider Ms. Harris' application at that time.

No Action

- 6. MOTION to reappoint the following members to the Ledyard Beautification Committee for a three-year (3) term ending October 26, 2025:
 - · Ms. Carol Christiansen (R) 29 Quakertown Road, Ledyard
 - · Ms. Julie M. Brousseau (R) 1649 Route 12, Gales Ferry.
 - · Carol Ann Schneider (D) 101 Inchcliffe Drive, Gales Ferry

Moved by Councilor Irwin, seconded by Councilor McGrattan

Discussion: Councilor Ingalls stated these three members of the Beautification Committee were interested in continuing to serve on the Committee and that their reappointments have been endorsed by the Beautification Committee and their respective parties.

Councilor Ingalls went on to note of the nine-member Committee that the following six members were not interested in renewing/continuing their membership on the

Committee at this time:

- Ms. Betty Maugle
- Ms. Roberta Levandoski
- Ms. Meredith Robinson
- Ms. Bonnie Harris
- Ms. Sheila Vincent
- Ms. Jessica Buhle

Councilor Ingalls thanked all of the Beautification Committee Member for their service to the town noting that this Committee does not have a town budget and that they raise all the money for things such as the flags/banners and holiday decorations for the streetlights in Ledyard Center, and the beautiful flowers such as the daffodils and other plantings around town through fundraisers or through donations from local landscaping businesses. She stated all their hard work makes Ledyard a lovely and inviting community.

Councilor Ingalls concluded by noting the Beautification Committee meets quarterly. She announced for anyone interested in serving the community that they would be looking for volunteers to fill the upcoming six vacancies on the Beautification Committee.

VOTE: 3 - 0 Approved and so declared

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Whit Irwin

SECONDER: Mary K. McGrattan

AYE: 3 Ingalls, McGrattan and Irwin

- 7. MOTION to reappoint the following members to the Inland Wetland and Water Courses Commission for a two-year (2) term ending October 31, 2024:
 - Ms. Lynmarie R. Thompson (D) 2 Blackwell Drive, Gales Ferry (Regular Member)
 - · Ms. Beth E. Ribe (U) 129 Rose Hill Road, Ledyard (Regular Member)
 - · Mr. Dan Pealer (R) 48 Highland Drive, Ledyard (Regular Member)

Moved by Councilor Irwin, seconded by Councilor McGrattan

Discussion: Councilor Ingalls stated these three members of the Inland Wetland and Water Courses Commission were interested in continuing to serve the town and that their reappointments have been endorsed by the IWWC and their respective parties.

Councilor Ingalls went on to note that Alternate Member Mr. Glen Graebner's term would also be expiring on October 31, 2022; however, she stated he has indicated that he was not interested in renewing/continuing to serve on the IWWC at this time.

Councilor Ingalls thanked the IWWC Members and Mr. Graebner for their service to

the town.

VOTE: 3 - 0 Approved and so declared

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Whit Irwin

SECONDER: Mary K. McGrattan

AYE: 3 Ingalls, McGrattan and Irwin

8. MOTION to appoint Planning and Zoning Commission Members as follows:

Mr. Howard Craig (U) 64 Stoddards View, Gales Ferry, as a Regular Member for a term ending October 21, 2025 taking the place of Regular Member Mr. Baudro;

Mr. Thomas Baudro (R) 135 Whalehead Road, Gales Ferry, as an Alternate Member for a term ending October 31, 2023 taking the place of Alternate Member Mr. Craig.

Moved by Councilor Irwin, seconded by Councilor McGrattan

Discussion: Councilor Ingalls explained that Planning & Zoning Commission Regular Member Mr. Tom Baudro's term was scheduled to expire on October 31, 2022. She stated because Mr. Baudro indicated that he was looking to step down from the Commission, and because four of the Commission Members had less than two-years of experience, Planning & Zoning Commission Chairman Tony Capon has asked Mr. Baudro to stay on the Commission as an Alternate Member and that he has also requested the Town Council move (appoint) Alternate Member Mr. Craig to a Regular Member position to take Mr. Baudro's place. She stated this would provide time for some of the newer members to gain more experience and take on a larger role while still having the institutional support of veterans members such as Mr. Baudro.

Councilor Ingalls went on to note that Alternate Member Mr. Craig has also agreed to take on the role of a Regular Member on the Commission. She explained that basically these two member were switching places on the Commission.

VOTE: 3 - 0 Approved and so declared

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Whit Irwin

SECONDER: Mary K. McGrattan

AYE: 3 Ingalls, McGrattan and Irwin

9. MOTION to reappoint the following members to the Building Code of Appeals for a five-year (5) term ending October 14, 2027:

Mr. Ernest A. Maynard, Jr. (U) 746 Shewville Road, Ledyard

Mr. Stanley Juber (R) 13 Iron Street, Ledyard

Mr. Gabriel B. Stern, (D) 1065 Long Cove Road, Gales Ferry

Mr. Wayne Chiapperini (R) 150 Library Street, Mystic

Mr. Hubert B. Sokolski (R) 14 Mary Belle Circle, Gales Ferry

Moved by Councilor Irwin, seconded by Councilor McGrattan

Discussion: Councilor Ingalls stated the five-member Building Code Board of Appeals only meets when there is an appeal. She noted these members were interested in continuing to serve on the Board and that their reappointments have been endorsed by their respective parties.

Councilor Irwin noted that Mr. Chiapperini lived in Mystic; and therefore, he questioned whether the members of the Board had to be electors of the town.

It was noted that in accordance with CGS 29-266 that a Member of the Board of Assessment Appeals of one municipality may also be a member of a Board of Assessment Appeals in another municipality. Therefore, he did not need to be an elector of the town. Councilor McGrattan stated that Mr. Chiapperini formerly lived in Ledyard.

VOTE: 3 - 0 Approved and so declared

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Whit Irwin

SECONDER: Mary K. McGrattan

AYE: 3 Ingalls, McGrattan and Irwin

10. "An Ordinance Regulating Parking of Commercial Vehicles on Public Streets in Residential Zones and/or In Front of Residentially Used Properties" as contained in the draft dated September 28, 2022.

DRAFT: 6/8/2022-9/28/2022

Ordinance #600-XXX

AN ORDINANCE

REGULATING PARKING OF COMMERCIAL VEHICLES ON PUBLIC STREETS IN RESIDENTIAL ZONES AND/OR IN FRONT OF RESIDENTIALLY USED PROPERTIES

Be it ordained by the Town Council of the Town of Ledyard:

Section I: Purpose

To regulate parking of commercial vehicles on public streets/roads in residential zones and/or in front of residentially used properties.

Section 2: Regulations

A. For the purpose of this Ordinance "commercial or industrial vehicle" means any vehicle the principal use of which is the transport of commodities, merchandise, produce, freight, and any vehicle used primarily in construction, industry, including but not limited to, bulldozers, backhoes, tractors, tow trucks, dump trucks, tractor

trailers (cab and/or trailer), or trucks fitted with cranes, air compressors, welders, tanks or similar equipment. "Commercial or industrial vehicle" also includes nonmotorized dumpsters, storage units, open or utility trailers greater than six (6) feet in length and height, and tool lockers; taxicabs, limousines, and/or any passenger vehicle that is greater than eight (8) feet in height marked with a sign, letters, or emblem advertising a commercial enterprise.

B. No person shall park or store any commercial or industrial vehicle on any public street or roadway within any residential district or in front of any property currently used residentially unless for the purpose of actively loading or unloading materials, or while actively engaged in providing commercial service at the premises; nor shall such vehicles be parked in a residential district or in front of an existing residence outside normal business hours unless on site for an emergency service call.

Section 3: Violation

Whenever any motor vehicle is found to be parked in violation of Section 2 of this ordinance, the motor vehicle may be removed (towed) at the owner's expense and/or a State of Connecticut Complaint Ticket (a parking ticket) shall be issued by the Ledyard Police Department. Each day that a violation continues shall be deemed a separate offense.

The Fine Schedule, may be amended from time to time, with the approval of the Town Council, and is hereby incorporated in this Ordinance as fully set forth herein (Appendix)

First Offense: \$90 (Infraction)

Subsequent Offense: \$200 (Violation)

Section 4: Payment of Fine

Payment of the fine(s) associated with the issue of any Ticket shall be in accordance with current Connecticut State Statutes.

Section 5: Severability

If any section, or part of a section, of this Ordinance shall be held by a court of competent jurisdiction to be invalid, such holding shall not be deemed to invalidate the remaining provisions hereof.

Section 6: Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

	Kevin J. Dombrowski, Chairma
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Published on: ______ Patricia A. Riley, Town Clerk Effective Date:

History

Fine up to \$90 is considered an infraction. Fine above \$90.00 to \$250.00 is considered a "violation". Both are enforceable on a state infraction ticket.

Sec. 51-164p. Violations of municipal ordinances, regulations and bylaws. (a) Notwithstanding any provision of any special act, local law or the general statutes to the contrary, any violation of any ordinance, regulation or bylaw of any town, city or borough, except violations of building codes and the health code, for which the penalty does not exceed ninety dollars shall be an infraction as provided for in sections 51-164m and 51-164n.

(b) Notwithstanding any provision of any special act, local law or the general statutes, any violation of any ordinance, regulation or bylaw of any town, city or borough, except violations of building codes and the health code, for which the penalty exceeds ninety dollars but does not exceed two hundred fifty dollars shall be a violation as provided for in sections 51-164m and 51-164n.

(P.A. 75-577, S. 9, 126; P.A. 80-483, S. 133, 186; P.A. 06-185, S. 9.)

P.A. 80-483 specified that violations with penalties not exceeding \$90, rather than \$100, are infractions; P.A. 06-185 designated existing provisions as Subsec. (a) and added Subsec. (b) re violation of municipal ordinance, regulation or bylaw with penalty between \$90 and \$250. Cited. 9 CA 686.

Sec. 14-251. Parking vehicles. No vehicle shall be permitted to remain stationary within ten feet of any fire hydrant, or upon the traveled portion of any highway except upon the right-hand side of such highway in the direction in which such vehicle is headed; and, if such highway is curbed, such vehicle shall be so placed that its right-hand wheels, when stationary, shall, when safety will permit, be within a distance of twelve inches from the curb, except if a bikeway, as defined in section 13a-153f, or such bikeway's buffer area, as described in the federal Manual on Uniform Traffic Control Devices, is in place between the parking lane and the curb, such vehicle shall be so placed that its right-hand wheels, when stationary, shall, when safety will permit, be within a distance of twelve inches from the edge of such bikeway or buffer area.

No vehicle shall be permitted to remain parked within twenty-five feet of an intersection or a marked crosswalk at such intersection, except within ten feet of such intersection if such intersection has a curb extension treatment with a width equal to or greater than the width of the parking lane and such intersection is located in and

comprised entirely of highways under the jurisdiction of the city of New Haven, or within twenty-five feet of a stop sign caused to be erected by the traffic authority in accordance with the provisions of section 14-301, except where permitted by the traffic authority of the city of New Haven at the intersection of one-way streets located in and comprised entirely of highways under the jurisdiction of the city of New Haven.

No vehicle shall be permitted to remain stationary upon the traveled portion of any highway at any curve or turn or at the top of any grade where a clear view of such vehicle may not be had from a distance of at least one hundred fifty feet in either direction. The Commissioner of Transportation may post signs upon any highway at any place where the keeping of a vehicle stationary is dangerous to traffic, and the keeping of any vehicle stationary contrary to the directions of such signs shall be a violation of this section. No vehicle shall be permitted to remain stationary upon the traveled portion of any highway within fifty feet of the point where another vehicle, which had previously stopped, continues to remain stationary on the opposite side of the traveled portion of the same highway.

No vehicle shall be permitted to remain stationary within the limits of a public highway in such a manner as to constitute a traffic hazard or obstruct the free movement of traffic thereon, provided a vehicle which has become disabled to such an extent that it is impossible or impracticable to remove it may be permitted to so remain for a reasonable time for the purpose of making repairs thereto or of obtaining sufficient assistance to remove it. Nothing in this section shall be construed to apply to emergency vehicles and to maintenance vehicles displaying flashing lights or to prohibit a vehicle from stopping, or being held stationary by any officer, in an emergency to avoid accident or to give a right-of-way to any vehicle or pedestrian as provided in this chapter, or from stopping on any highway within the limits of an incorporated city, town or borough where the parking of vehicles is regulated by local ordinances. Violation of any provision of this section shall be an infraction.

Sec. 14-252. Parking so as to obstruct driveway. No person shall park or leave stationary on a public highway any vehicle in front of or so as to obstruct or interfere with the ingress to or egress from any private driveway or alleyway, except with the permission of the owner of such private driveway or alleyway. Such parking or stationary position of any vehicle with such permission shall be subject to existing parking regulations. Violation of any provision of this section shall be an infraction.

(1949 Rev., S. 2510; February, 1965, P.A. 448, S. 29; P.A. 75-577, S. 101, 126.) History: 1965 act added provision requiring compliance with parking regulations when blocking drive or alley; P.A. 75-577 replaced provision for \$25 maximum fine with statement that violation of provisions is an infraction.

See Sec. 14-107 re liability of owner, operator or lessee of vehicle.

Ordinance # 600-XXX

APPENDIX

AN ORDINANCE REGULATING PARKING OF COMMERCIAL VEHICLES ON PUBLIC STREETS IN RESIDENTIAL ZONES AND/OR IN FRONT OF RESIDENTIALLY USED PROPERTIES

*ALL BELOW FINES ARE IN ADDITION TO THE SURCHARGE REQUIRED BY THE STATE OF CONNECTICUT

First Offense (Infraction):	\$90
Subsequent Offense (Violation):	<i>\$200</i>
Adopted by the Ledyard Town Cour	ncil on:
Kevin J. Dom	abrowski, Chairman

Sec. 7-148. Scope of municipal powers

VIOLATION OF MUNICIPAL PARKING ORDINANCES

The complaint ticket may be used for violations of municipal parking ordinances where the amount of the penalty established by the ordinance is \$250.00 or less.

When computing the "Total Amount Due" begin with the ordinance penalty amount. Where the ordinance penalty amount is \$90.00 or less, add to that amount the fee amount which is equal to one dollar for each \$8.00 or fraction thereof on the first \$88.00 of the ordinance penalty amount. To this sum, add a surcharge of \$20.00 if the Ordinance penalty amount is less than \$35.00. If the Ordinance penalty amount is \$35.00 or more add a surcharge of \$35,00. Where the ordinance penalty amount exceeds \$90.00 but does not exceed \$250.00, the "Total Amount Due" is equal to the ordinance penalty amount.

STATE.NO.

7-148* Municipal PARKING ordinance where the amount of the penalty is \$90.00 or less. (See Examples 1 and 2 Below)

7-148PK91-250 Municipal PARKING ordinance where the amount of the penalty is greater than \$90.00 but not more than \$250.00. (See Example 3 Below)

EXAMPLES: 1. Ordinance Penalty Amount \$29.00; Total Amount Due = \$53.00 (\$29.00 +\$4.00 (Fee \$20.00 (Surcharge))

- 2. . Ordinance Penalty Amount \$35.00; Total Amount Due = \$75.00 (\$35.00 +\$5.0 (Fee) + \$35.00 (Surcharge))
- 3. Ordinance Penalty Amount \$100.00; Total Amount Due = 100.00

Moved by Councilor Irwin, seconded by Councilor McGrattan Discussion: Councilor Ingalls explained in response to some resident's concerns regarding safety pertaining to a large commercial tow truck/flatbed that was parked on a residential street the LUPPW Committee discussed the appropriate mechanism to address the issue at their May 2, 2022 meeting.

Councilor Ingalls went on to state that the LUPPW Committee worked with Land Use Director Juliet Hodge to draft the proposed Ordinance dated June 8, 2022 as presented this evening.

The Administration Committee reviewed the proposed Ordinance and agreed that it was well written and would address the safety issues that were of concern.

Councilor Irwin suggested that rather state the Fines in the Ordinance itself that they put the Fines in an Appendix, as they have done for other Ordinances that have a fee schedule, so that if they want to make a change to the fines they would not need to go thru the process to amend the Ordinance itself.

The Administration Committee agreed to move the Fee Schedule to an Appendix as a "friendly amendment" as noted above.

Councilor Ingalls noted the draft Ordinance the Administration Committee would be forwarding to the Town Council for consideration would be dated *September 28*, 2022.

VOTE: 3 - 0 Approved and so declared.

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Whit Irwin

SECONDER: Mary K. McGrattan

AYE: 3 Ingalls, McGrattan and Irwin

11. MOTION to set a Hybrid (In-Person & Video Conference) Public Hearing date for October 25, 2022 at 6:30 p.m. to be held in the Council Chambers, 741 Colonel Ledyard Highway, to receive comments and recommendations regarding a proposed "An Ordinance Regulating Parking of Commercial Vehicles on Public Streets in Residential Zones and/or In Front of Residentially Used Properties" as contained in the draft dated June 8, September 28, 2022.

Moved by Councilor Irwin, seconded by Councilor McGrattan Discussion: Councilor Ingalls explained in accordance with Chapter III, Section 5 "Public Hearing on and Passage of Ordinances" of the Town Charter; a public hearing was required to be held prior to the adoption of an Ordinance.

Councilor Ingalls suggested the Town Council notify the residents who live on Oakwood Drive, Gales Ferry be notified of the October 26, 2022 Public Hearing date regarding the proposed *An Ordinance Regulating Parking of Commercial Vehicles on Public Streets in Residential Zones and/or In Front of Residentially Used Properties*".

VOTE: 3 - 0 Approved and so declared.

RESULT: RECOMMENDED FOR APPROVAL

MOVER: Whit Irwin

SECONDER: Mary K. McGrattan

AYE: 3 Ingalls, McGrattan and Irwin

IV ADJOURNMENT

Councilor Irwin moved the meeting be adjourned, seconded by Councilor McGratan

VOTE: 3 - 0 Approved and so declared, the meeting was adjourned at 5:19 p.m.

Respectfully submitted,

Andra Ingalls Chairman Administration Committee

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.