

**TOWN OF DAVIE
TOWN COUNCIL REGULAR MEETING
FEBRUARY 15, 2017**

I. PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:30 p.m. and was followed by the Pledge of Allegiance. Boy Scout Troop 141 presented the colors and led the Pledge.

III. PRESENTATIONS

1. Special Presentation by Mayor Paul, Song by Jerry Wheatley
Jerry Wheatley sang a song about Davie.

Mayor Paul asked Mr. Wheatley to see Jeff Pohlman, Parks and Recreation Operations and Management Professional, to discuss singing his song at the opening of the Orange Blossom Festival on Saturday.

II. ROLL CALL

Present at the meeting were Mayor Paul, Vice-Mayor Luis and Councilmembers Caletka and Hattan. Councilmember Starkey was absent. Also present were Town Administrator Lemack, Deputy Town Administrator Lewis, Town Attorney Rayson, Assistant Town Administrator Holste and Town Clerk Roig recording the meeting.

Councilmember Hattan made a motion, seconded by Councilmember Caletka to excuse Councilmember Starkey's absence. In a voice vote, with Councilmember Starkey absent, all voted in favor. (Motion carried 4-0)

2. Service Award Recognition to Councilmember Susan Starkey, Presented by Grace Garagozzo, Human Resources Director
Postponed until Councilmember Starkey was present.

3. Orange Blossom Festival, Jeff Pohlman, Parks, Recreation and Cultural Arts Assistant Director
Mr. Pohlman announced the main events of the festival.

4. 80th Annual Miss Orange Blossom Pageant Winners, Jeff Pohlman, Parks, Recreation and Cultural Arts Assistant Director
Mayor Paul dedicated the pageant to Betty Henig, a former Orange Blossom Queen, who had passed away this year. Mr. Pohlman announced the winners.

5. First Quarter Financial Results for FY 2017, William W. Ackerman, Budget & Finance Director

Mr. Ackerman provided the update. He stated they were off to a good start for 2017. They had collected 56% of revenues as of 12/31/16, which was comparable to the last two years. Ad Valorem revenues were at 85%, which was on target. Permits, fees and assessments were doing well: the Fire Assessment was at 88%, building permits were at 30% and engineering permits were at 134%, exceeding the budget for the year. Intergovernmental revenue was close to budget; charges for service, fines and forfeitures were doing well overall, but Fire Inspection fees were low because they were short on staff. Under Miscellaneous and Other, Mr. Ackerman said the category seemed a little low because it including using reserves to fund the CIP for \$2.7 million.

Regarding expenditures, Mr. Ackerman noted that they were all identical to last year's first quarter. All departments were at or below budget except for Risk, because those premiums were paid at the beginning of the year. Personnel expenditures were at 20%; operations were at 20%

Town-wide and Mr. Ackerman anticipated the CIP fund would reach 100% by the end of the year.

Mayor Paul pulled Item 18 from the Consent Agenda.

Vice-Mayor Luis made a motion, seconded by Councilmember Hattan to approve the Consent Agenda, less Item 18. In a voice vote, with Councilmember Starkey absent, all voted in favor. (Motion carried 4-0)

IV. APPROVAL OF CONSENT AGENDA

Minutes

1. January 18, 2017 Meeting Minutes (Regular)

Resolutions

Budget and Finance

2. **AGREEMENT** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR OR DESIGNEE TO EXECUTE AGREEMENTS WITH THE BROWARD COUNTY PROPERTY APPRAISER FOR CREATING AND MAINTAINING NON-AD VALOREM ASSESSMENT ROLLS; AND PROVIDING AN EFFECTIVE DATE.

Community Services

3. **GRANT AGREEMENT** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA AUTHORIZING THE MAYOR TO EXECUTE A CDBG SUB-RECIPIENT GRANT AGREEMENT WITH HOUSING OPPORTUNITIES PROJECT FOR EXCELLENCE, INC. (H.O.P.E., INC.) TO PROVIDE FAIR HOUSING INITIATIVES AND OUTREACH TO THE RESIDENTS OF THE TOWN OF DAVIE AND PROVIDE FOR AN EFFECTIVE DATE.

Engineering

4. **AGREEMENT** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE NEGOTIATED AGREEMENT WITH RJ BEHAR & COMPANY, INC., FOR CONSTRUCTION ENGINEERING INSPECTION SERVICES FOR DAVIE ROAD PHASE 2 ROADWAY IMPROVEMENTS PROJECT (RFP# B-17-28); AND PROVIDING FOR AN EFFECTIVE DATE.

Human Resources

5. **AGREEMENT** - A RESOLUTION OF THE TOWN OF DAVIE FLORIDA, APPROVING THE NEGOTIATED AGREEMENT WITH EVERGREEN SOLUTIONS, LLC IN FOR A COMPENSATION AND CLASSIFICATION STUDY IN ACCORDANCE WITH RFP #B-17-11.

Parks and Recreation

6. **BID SELECTION** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA AUTHORIZING THE TOWN COUNCIL TO ACCEPT THE SOLE SOURCE BID FROM SYMBIONT SERVICE CORPORATION IN THE AMOUNT OF \$37,811.00 FOR THE PURCHASE OF TWO (2) GEO THERMAL HEATING AND COOLING UNITS FOR THE PINE ISLAND SWIMMING POOL; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

Public Works

7. **AGREEMENT** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE NEGOTIATED AGREEMENT WITH HOOVER PUMPING SYSTEMS CORPORATION, IN ACCORDANCE WITH RFP# B-17-20 IRRIGATION PUMP REPLACEMENT AT PINE ISLAND PARK AND PROVIDING FOR AN EFFECTIVE DATE.
8. **BID SELECTION** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE BID AWARDED BY THE CITY OF MIAMI GARDENS FOR GUARDRAIL REPLACEMENT AND INSTALLATION THROUGH THE SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING COOPERATIVE GROUP ITB NO. 15-16-049 AND PROVIDING FOR AN EFFECTIVE DATE.
9. **BID SELECTION** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE BID AWARDED BY THE CITY OF POMPANO BEACH FOR PAVEMENT MARKING THROUGH THE SOUTHEAST FLORIDA GOVERNMENTAL PURCHASING COOPERATIVE GROUP BID NO. E-47-16 AND PROVIDING FOR AN EFFECTIVE DATE.
10. **CONTRACT** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE NEGOTIATED CONTRACT WITH CENTERLINE PLUMBING, INC. FOR MISCELLANEOUS PLUMBING SERVICES FROM RFP B-17-23 AND PROVIDING FOR AN EFFECTIVE DATE.
11. **CONTRACT** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE NEGOTIATED CONTRACT WITH GREEN TEAM PLUMBING, LLC DBA GREEN TEAM SERVICE CORP. FOR MISCELLANEOUS PLUMBING SERVICES FROM RFP B-17-23 AND PROVIDING FOR AN EFFECTIVE DATE.
12. **CONTRACT** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE NEGOTIATED CONTRACT WITH THE DANIEL & CAROL CORPORATION DBA DC KATZ PLUMBING FOR MISCELLANEOUS PLUMBING SERVICES FROM RFP B-17-23 AND PROVIDING FOR AN EFFECTIVE DATE.
13. **CONTRACT** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE NEGOTIATED CONTRACT WITH MAIN LINE PLUMBING, INC. FOR MISCELLANEOUS PLUMBING SERVICES FROM RFP B-17-23 AND PROVIDING FOR AN EFFECTIVE DATE.
14. **CHANGE ORDER** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE APPROVAL OF CHANGE ORDER #1 TO COMPLETE UNANTICIPATED NEEDED REPAIRS IN THE MEN'S LOCKER ROOM AND SHOWERS AT THE PINE ISLAND FITNESS CENTER IN THE AMOUNT OF \$21,925.00 AND PROVIDING FOR AN EFFECTIVE DATE

Purchasing

15. **BID SELECTION** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE BID AWARDED BY THE FLORIDA SHERIFFS ASSOCIATION, CONTRACT NO. FSA16-VEL24.0 FOR PURCHASE OF POLICE RATED, ADMINISTRATIVE, UTILITY VEHICLES, TRUCKS & VANS.
16. **BID SELECTION** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE BID AWARDED BY THE STATE OF FLORIDA, AGREEMENT NO. 25100000-16-1 FOR PURCHASE OF MOTOR VEHICLES.

Utilities

17. **BID RENEWAL** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING RENEWAL OF THE BID FOR HACH PRODUCTS AWARDED THROUGH A BID BY BROWARD COUNTY, FLORIDA (SOLICITATION NUMBER Y1362410B1)

Quasi-Judicial Consent Agenda Items

18. **Site Plan (SP) 16-207, NSU Storage Building** (located on the northeast corner of SW 39th Street and SW 73rd Ave, currently zoned R-1; CF proposed) (see related items #19, 20 & #23)
19. **DELEGATION REQUEST** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING A DELEGATION REQUEST TO CHANGE THE RESTRICTIVE NOTE ON THE PLAT KNOWN AS "NOVA SOUTH", AND PROVIDING AN EFFECTIVE DATE. (see related items #18, 20 & #23)

V. DISCUSSION OF CONSENT AGENDA ITEMS

None.

VI. PUBLIC HEARING

18. **Site Plan (SP) 16-207, NSU Storage Building**

Quasi-Judicial Public Hearing Items

Ordinance - First Reading (Second and Final Reading to be held on March 1, 2017)

20. **REZONING** - AN ORDINANCE OF THE TOWN OF DAVIE, FLORIDA, APPROVING APPLICATION ZB 16-205 NOVA SOUTHEASTERN UNIVERSITY (NSU), CHANGING THE CLASSIFICATION OF CERTAIN LANDS WITHIN THE TOWN OF DAVIE FROM ESTATE DWELLING (R-1) DISTRICT TO COMMUNITY FACILITIES (CF) DISTRICT; AMENDING THE TOWN ZONING MAP TO COMPLY THEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (Rezoning ZB16-205, NSU, northwest corner of SW 39th Street and 73rd Avenue, zoned R-1, CF proposed) (see related items #18, #19 & #23)
23. **SPECIAL PERMIT** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING SPECIAL PERMIT APPLICATION SE17-001 NSU OUTDOOR STORAGE, AND PROVIDING AN EFFECTIVE DATE (Generally located on the northeast corner of SW 39th Street and SW 73rd Avenue, currently zoned R-1, CF proposed). (see related items

#18, #19 & #20)

Items 18, 20 and 23 were heard together.

Mr. Rayson read the request, ordinance and resolution by title and reported that all parties had waived the quasi-judicial procedure.

Mayor Paul opened the public hearing portion of the meeting.

Herbert Wormser remarked on the Town's growth since he moved here in the 1960s. He opposed the rezoning and the construction of a metal building; he felt only a house should be built on the site because he feared the traffic the proposed building would bring.

Amy Snyder said she appreciated all that Nova Southeastern University (NSU) brought to the community but this felt like "being run out of town." Despite the mitigation plan, she feared the truck traffic that would come through the neighborhood.

Gerry Bohning said traffic was already bad near the site and she objected to the entrance being located on the south side of the property.

Craig Pedersen remarked that the neighborhood currently had no through truck traffic but the storage facility would result in trucks coming through the neighborhood all the time. He agreed that putting the entrance on the north side of the lot would be preferable.

Nectaria Chakas, attorney for NSU, said they would agree to limit truck traffic and the trucks would use SW 39 Street. Deliveries would be limited to three per month, between 10 a.m. and 1 p.m., Monday through Friday, accessing the site from the east side of SW 39 Street. Operations would be limited to 7 a.m. to 4:30 p.m., with occasional weekend use. Ms. Chakas said the deed conditions specified the property must be used for this purpose or the ownership would revert back to the FAA, from whom NSU had purchased the property.

Mayor Paul asked Ms. Chakas to inform NSU that the Town did not wish the adjacent property to the west would be used for anything other than its current use as a single family home.

Mayor Paul informed Mr. Wormser that the Planning and Zoning Board had voted against the request. Mr. Wormser was also concerned that a metal building would affect the value of his nearby home.

As no one else spoke, Mayor Paul closed the public hearing portion of the meeting.

Mayor Paul reported that some of the changes were in response to the Planning and Zoning Board denying the request. She had requested limiting deliveries to three times per month at certain hours and accessing the site from the east. Mayor Paul requested changing operational hours to start at 8 a.m. and no Sundays. Ms. Chakas stated if Council wished to impose those hours, they would agree.

Vice-Mayor Luis pointed out that NSU had been a good neighbor and he was certain they would address any problems brought to their attention.

Councilmember Caletka understood the resident's objection to the metal building. He wished NSU to consider redesigning the building so it fit in with the neighborhood better. Councilmember Caletka believed this was a "want" rather than a "need" for NSU and said he would not support it. Ms. Chakas informed Council that the building must be completed by August or the property would revert back to the FAA.

Mayor Paul asked for increased landscaping on the west side and Ms. Chakas agreed.

Councilmembers disclosed communications they had regarding the items.

Vice-Mayor Luis made a motion, seconded by Councilmember Hattan to approve the rezoning. In a roll call vote, the vote was as follows: Mayor Paul - yes; Vice-Mayor Luis - yes; Councilmember Hattan - yes; Councilmember Caletka - no; Councilmember Starkey - absent. (Motion carried 3-1).

Vice-Mayor Luis made a motion, seconded by Councilmember Hattan to approve the site plan, including the stipulations in the 2/15/17 letter from Jessica Brumley at NSU to David Quigley,

Planning and Zoning Manager, as amended by Mayor Paul. In a roll call vote, the vote was as follows: Mayor Paul - yes; Vice-Mayor Luis - yes; Councilmember Hattan - yes; Councilmember Caletka - no; Councilmember Starkey - absent. (Motion carried 3-1).

Vice-Mayor Luis made a motion, seconded by Councilmember Hattan to approve the special permit. In a roll call vote, the vote was as follows: Mayor Paul - yes; Vice-Mayor Luis - yes; Councilmember Hattan - yes; Councilmember Caletka - no; Councilmember Starkey - absent. (Motion carried 3-1).

Resolutions

21. **VARIANCE** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING VARIANCE APPLICATION V16-164 FORBES, AND PROVIDING AN EFFECTIVE DATE. (Variance V16-164 **Forbes**, 7711 Northwest 42nd Street, zoned RM-8) **(tabled from January 4, 2017)**

Mr. Rayson read the resolution by title.

Mayor Paul opened the public hearing portion of the meeting.

Kelly Anderson, representing the homeowner, said the owner had obtained the easement agreements from the utilities.

Mr. Quigley explained that all utility providers had indicated no objection to the work that had been done. He said there was no public safety or flooding issue; there was only a neighborhood design concern.

Ms. Anderson showed a photo of a drain the owner had installed to address a neighbor's concern about water run-off.

As no one else spoke, Mayor Paul closed the public hearing portion of the meeting.

Vice-Mayor Luis made a motion, seconded by Councilmember Hattan to approve. In a roll call vote, the vote was as follows: Mayor Paul - yes; Vice-Mayor Luis - yes; Councilmember Hattan - yes; Councilmember Caletka - yes; Councilmember Starkey - absent. (Motion carried 4-0).

22. **VARIANCE** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING VARIANCE APPLICATION V16-302 RODRIGUEZ, AND PROVIDING AN EFFECTIVE DATE (V16-302 **Rodriguez**, 5500 SW 58th Court, zoned R-5). **(tabled from February 1, 2017)**

Mr. Rayson read the resolution by title.

Mayor Paul opened the public hearing portion of the meeting.

Alberto Rodriguez, owner, invited Council's questions. Robert Black, Mr. Rodriguez's attorney, said the homeowners association had approved of the plans. One neighbor had expressed concerns and Mr. Rodriguez had negotiated and offered concessions and received the neighbor's consent. Mr. Black explained that this was a pie-shaped lot and the existing house was built very far back on the lot. The owner could only build the addition on one side, and needed the easement to do so. Ryan Bullock, architect, agreed to answer questions.

Jonathan Rizzo, adjacent neighbor, was concerned that Mr. Rodriguez had planted a live oak near the sidewalk, a light post and his water main. He wanted the Town to approve a smaller tree.

Jim Moore said he was speaking on behalf of owners who could not speak because they had been instructed not to. He said the property had always been pie-shaped and the owner's plan was "to go ahead and put whatever they wanted in there." He distributed a rendering for the proposed project and said there would be a 25-foot wall five feet from the property line. Mr. Moore asked Council to uphold the 10-foot side setback.

David Dunlevy was concerned that if this variance was approved, there would be others. He urged Council to vote against it.

Mr. Black agreed to change the tree, per Mr. Rizzo's request. Mr. Black reiterated that the owner had submitted plans to the homeowners association, which had approved and noted that the project would "reflect favorably on our neighborhood." Mr. Rodriguez recalled approaching the association about the feasibility of his plan before he purchased the property and receiving an affirmative answer. He had also spoken with a few of the neighbors who indicated the association was easy to work with and he had decided to take the risk.

Jennifer Bryson stated she had some negotiations with Mr. Rodriguez and signed an approval letter but she had changed her mind and rescinded it.

Councilmember Caletka thought it was a realtor's job to warn a potential buyer about problems that could arise with projects he/she might want to do on a property. He recalled a variance request for a major expansion several years ago that Council had denied and remembered arguments about "McMansions" that were incompatible with the surrounding neighborhood and variances that may set a precedent for future requests. He said he would vote against this request.

Vice-Mayor Luis said if this were his house, he would not go forward but he encouraged Mr. Rodriguez to persevere. He did not understand why people were complaining.

Mr. Rodriguez explained to Councilmember Hattan that the back door opened onto the easement; the house was built farther back than any other house in the neighborhood.

As no one else spoke, Mayor Paul closed the public hearing portion of the meeting.

After the last hearing, Mayor Paul had suggested installing the gutters to assuage the adjacent neighbor's concerns about water and Mr. Rodriguez had agreed. She had also suggested making the house a little smaller, which she believed would solve the whole problem. Mayor Paul said she had moved to Davie because of the distance between residences and she felt a five foot setback was too little.

Councilmember Caletka had spoken with his Planning and Zoning Board member and asked why she had supported the request. The board member said she had voted in favor of the request because no one had attended the meeting to object.

Vice-Mayor Luis made a motion to approve.

Councilmember Caletka recommended tabling this item until the next meeting when all Councilmembers would be present.

Councilmember Hattan seconded Vice-Mayor Luis' motion and then rescinded it. Vice-Mayor Luis withdrew his motion.

Vice-Mayor Luis did not feel this had been fair and the longer it dragged on, the more money it would cost Mr. Rodriguez. He believed the sooner the addition was built, the sooner there would be healing in the neighborhood.

Vice-Mayor Luis made a motion to approve. Motion died for lack of a second.

Mr. Rayson informed Mayor Paul that a tie vote would be a failing vote; three affirmative votes were required for a variance to pass.

Mayor Paul wanted to be certain she was doing the right thing and said she may talk to some of the residents, Mr. Rodriguez, his architect and his attorney.

Councilmember Caletka made a motion, seconded by Mayor Paul to table the item to 3/1/17. In a roll call vote, the vote was as follows: Mayor Paul - yes; Vice-Mayor Luis - yes; Councilmember Hattan - yes; Councilmember Caletka - yes; Councilmember Starkey - absent. (Motion carried 4-0).

VII. APPOINTMENTS

24. Committee/Board Vacancies & Appointments

Mayor Paul appointed Dr. Luisa Rodgers to the Airport Advisory Committee; Carol Olsen to the Agricultural and Environmental Committee and Toni Webb to the Open Space and Recreation Committee.

Councilmember Hattan appointed Donna Evans to the Airport Advisory Committee.
Vice-Mayor Luis appointed Donnette Williams to the Airport Advisory Committee.

VIII. COMMITTEE RECOMMENDATIONS

None.

IX. OLD BUSINESS

None.

X. NEW BUSINESS

None.

XI. SCHEDULE OF NEXT MEETING

No discussion.

XII. MAYOR/COUNCILMEMBER'S COMMENTS

MAYOR PAUL

67 AVENUE CONSTRUCTION. Mayor Paul asked when construction would begin again and Mr. Holste reported it should begin in the next month or two.

STATE OF THE TOWN ADDRESS. Mayor Paul had delivered the address earlier in the day at the Chamber of Commerce meeting and reported it would be televised on Davie TV.

THANKS TO MITCH. Mayor Paul thanked Mitch Taylor, Intergovernmental Affairs Manager for helping her with the presentation and her speech.

THANKS TO LEONA HENRY. Mayor Paul thanked Ms. Henry for bringing Mr. Wheatley's song video to Council.

MISSING TRASH PICK-UP. Mayor Paul asked staff to inform Waste Management that trash collection on SW 18th Court from SW 136 Avenue had been missed four times in the past couple of months.

LAKE OKEECHOBEE REGIONAL COMPACT. Mayor Paul had received a request from another Mayor asking Council to consider a resolution on the compact. She asked Mr. Lemack to investigate to determine if a resolution was appropriate.

CONGRATULATIONS TO GEORGE HANBURY. Mayor Paul congratulated Mr. Hanbury on being named one of South Florida Business Journal's Top 100 Power Leaders of 2017.

VICE-MAYOR LUIS

STATION 86 GROUNDBREAKING. Vice-Mayor Luis announced the groundbreaking would be in the first week of March.

ORANGE BLOSSOM FESTIVAL. Vice-Mayor Luis invited everyone to attend the Festival. He said he would ride his horse in the parade this year.

COUNCILMEMBER HATTAN

CACTUS FLOWER AT THE ACT THEATER. Councilmember Hattan announced the play would run for two more weekends. She reported the theater was also seeking someone to help make sets.

STRAWBERRY SHORTCAKE FESTIVAL. Councilmember Hattan announced the Festival would be held at the same time as the Orange Blossom Festival.

THANKS TO COUNCILMEMBER CALETKA. Councilmember Hattan thanked Councilmember Caletka for mentioning that she and his dog shared a birthday.

COUNCILMEMBER CALETKA

NATIONAL ASSOCIATION OF REGIONAL COUNCILS. Councilmember Caletka had just returned from the meeting, where he had moderated a session on healthy communities. He had been chosen for this because of the numerous free events the Town hosted.

XIII. TOWN ADMINISTRATOR’S COMMENTS

Mr. Ackerman reported that in November, Standards and Poors had reviewed the Town’s finances related to the Water and Sewer Fund and Utilities Department and subsequently raised the Town’s credit rating from A to AA, a triple digit jump.

XIV. TOWN ATTORNEY’S COMMENTS

MARCH 1 MEDICAL MARIJUANA WORKSHOP. Mr. Rayson said he and Mr. Weinthal were working diligently toward the workshop. They had a good idea what the State’s Department of Health would do regarding medical marijuana. He informed Council that the State would issue regulations in July and Mr. Rayson did not want to wait.

XV. ADJOURNMENT

There being no further business to discuss and no objections, the meeting was adjourned at 8:43 pm.

Approved_____

Mayor/Councilmember

Town Clerk