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# TOWN OF JEROME

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## MINUTES

### REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, JUNE 10, 2014 AT 7:00 P.M.

<p><b>ITEM #1:</b></p>	<p><b>CALL TO ORDER/ROLL CALL</b></p> <p>Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll.</p> <p><i>Mayor Check called the meeting to order at 7:01 p.m.</i></p> <p><i>Town Manager/Clerk Candace Gallagher called roll. Present were Mayor Nikki Check, Vice Mayor Lew Currier and Councilmembers Randall Hunt and Anne Bassett. Councilmember Bill Phinney had an excused absence.</i></p> <p><i>Other staff in attendance at roll call included Town Magistrate Joan Dwyer, Town Prosecutor Andy Jolley, Zoning Administrator Rebecca Borowski and Deputy Town Clerk Rosemarie Shemaitis.</i></p>
<p><b>ITEM #2:</b></p>	<p><b>PLEDGE OF ALLEGIANCE</b></p> <p>Mayor/Chairperson to lead the Pledge.</p>
<p><b>ITEM #3:</b> <b>7:02 pm</b></p>	<p><b>STAFF REPORTS</b></p> <p>Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Representative, Public Works Department, Building Inspector, Library, Police Chief and Fire Chief.</p> <p><i>Ms. Gallagher provided an update to her report regarding the issue of the local U.S. Postal Service wanting to charge apartment dwellers for their P.O. boxes. The Phoenix office had responded to Council's letter and upheld their prior decision to charge for the P.O. boxes. Ms. Gallagher forwarded a copy of Council's letter to the U.S. Postal Regulatory Commission, who reviewed the matter and overruled the decision of the Phoenix office, with their apologies. Apartment dwellers in Jerome will continue to receive free P.O. boxes.</i></p> <p><i>Councilmember Hunt said that he had contacted the Office of Consumer Advocate about this but is still waiting to hear from them.</i></p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>accept the staff reports</b>. It was seconded by Mayor Check and <b>approved by all with 4 ayes, 0 nays and 0 abstentions</b>.</p>
<p><b>ITEM #4:</b> <b>7:05 pm</b></p>	<p><b>FINANCIAL REPORTS</b></p> <p>Issued checks and Budget to Actual reports for the month of April and May 2014. Figures included therein are presumed accurate as of the report's preparation date, but are subject to adjustment as further information is gained.</p> <p><i>Councilmember Bassett noted that this year's sewer bond principal and interest payments have not yet been made, and are not included in expenses to date. Once you subtract that, she pointed out, the profit shown in the year to date actual figures becomes a loss. Ms. Gallagher noted that revenue was anticipated in the sewer budget through a transfer from the Sewer R&amp;E account, and that transfer has not yet been made. When made, it will help offset that.</i></p> <p><i>Vice Mayor Currier commented regarding the revenue side of the general fund. He noted that revenues in several lines are coming in at less than what was anticipated in the budget, and said that he feels Council is being too optimistic when they draft the revenue side. Although it was done in good faith, he said, he feels they have been too optimistic and should be more conservative in revenue projections for future budgets. Councilmember Bassett commented that Council has done this so that, if received, the revenues could be spent, and suggested that excess revenues could be placed into the contingency funds.</i></p> <p><i>Ms. Bassett then asked, regarding the properties budget, if Utilities expense includes the utilities that are reimbursed by tenants. Ms. Gallagher confirmed that it does. Ms. Bassett noted that part of that is then received and shown as income from the tenants.</i></p>

	<p>Mr. Currier asked about a check to Shephard-Wesnitzer that was referenced "FCXHW." Elsewhere the reference was shown as "FCXPW." Ms. Gallagher said that this is a typo and should be FCXPW.</p> <p><b>Motion:</b> Councilmember Bassett made a motion to <b>accept both the April and May financial reports.</b> It was seconded by Vice Mayor Currier and <b>approved by all with 4 ayes, 0 nays and 0 abstentions.</b></p>
<p><b>ITEM #5:</b> <b>7:11 pm</b></p>	<p><b>PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT</b></p> <p>Minutes are provided for the information of Council and do not require action.</p> <p>Ms. Borowski commented that there were no updates to her report.</p> <p>Councilmember Bassett said that she is pleased that the General Plan Steering Committee was discussing a dark sky ordinance.</p> <p>Mr. Currier commented that he heard that the General Plan committee has reduced the number of times they meet and is now meeting only once per month. He was under the impression that this is a time sensitive project and asked why they are slowing down.</p> <p>Ms. Borowski explained that the time sensitivity is related to the grant they received for the intern; there will be no penalty if her part of the project is finished by September of this year. The Plan, however does <u>not</u> have to be done in 2015 as was previously thought. Although it needs to be done, Ms. Borowski said, there is no deadline for it.</p>
<p><b>ITEM #6:</b> <b>7:13 pm</b></p>	<p><b>COUNCIL MEETING MINUTES</b></p> <p>February 25, 2014 Special Meeting; May 13, 2014 Regular Meeting</p> <p>Councilmember Hunt said that he is pleased with the content of the minutes but he would like to receive them sooner. Ms. Gallagher said that they could be presented sooner but they would then need to be more brief. She explained the process and said that it is very time-consuming. Ms. Gallagher added that, following each meeting, she posts on the Town's website a recap of the action that was taken.</p> <p><b>February 25, 2014 minutes</b></p> <p><b>Motion:</b> Councilmember Bassett made a motion to <b>accept the minutes of February 24, 2014.</b> It was seconded by Vice Mayor Currier and the <b>motion passed with 3 ayes, 0 nays and 1 abstention by Mayor Check.</b></p> <p><b>May 13, 2014</b></p> <p>Ms. Gallagher noted that, at Judge Dwyer's request, she will add a footnote to the state of the court presentation, clarifying that the escort fee is processed by the police department, not the court.</p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>accept the minutes of May 13, 2014.</b> It was seconded by Councilmember Bassett and <b>approved by all with 4 ayes, 0 nays and 0 abstentions.</b></p>
<p><b>ITEM #7:</b> <b>7:17 pm</b></p>	<p><b>PETITIONS FROM THE PUBLIC</b></p> <p>Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the microphone, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.</p> <p>There were no petitions.</p>

ITEM #8	<b>UNFINISHED BUSINESS</b>
7:18 pm	<p><b>ITEM 8A: CLEOPATRA HILL TANKS – CHANGE ORDER #2</b></p> <p>Council will review and may approve Change Order #2 to the agreement with Paul R. Peterson Contracting for refurbishment of the Cleopatra Hill water tanks.</p> <p><i>Ms. Gallagher commented that they are hopeful that this is the last change order for this project; if there is another one, it should be minimal. She explained that there appears to be enough in this year's budget to cover this, even though the project ended up \$31,900 over what was budgeted. Tank 1 is almost complete: they need to finish the interior coating, clean and fill it, test it and then put it in to service. All of that was accounted for in the contract.</i></p> <p><i>Ms. Gallagher explained that, after Tank 1 is back in service, they will drain Tank 2, install a new valve, and put it back into service. She is hopeful that the work will be complete by or near the end of June.</i></p> <p><i>Councilmember Hunt confirmed that all the work represented on this change order has been done, and then commented that this item is moot.</i></p> <p><i>Vice Mayor Currier commented that a \$30,000 overrun on a \$250,000 project is not that unusual.</i></p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>approve Change Order #2</b>. It was seconded by Mayor Check and <b>approved by all with 4 ayes, 0 nays and 0 abstentions.</b></p>
7:20 pm	<p><b>ITEM 8B: ELECTION SERVICES AGREEMENT</b></p> <p>Council will review and may approve a renewed agreement with Yavapai County for election services.</p> <p><i>Ms. Gallagher commented that the County no longer wants us to use their ballot drop box to collect utility payments; however, they have provided another drop box for our use.</i></p> <p><i>Vice Mayor Currier asked if there will be a drop allowed here for ballots. Ms. Gallagher responded that ballots can be dropped off here in the County's designated ballot box. She noted that the upcoming election is <u>not</u> a vote by mail election, but there are voting centers all over the county and votes may be cast at any of them. Because this is a primary election, she said, those on the permanent early voter list who are not registered as either Democrats or Republicans must notify the county regarding which ballot they wish to receive.</i></p> <p><i>Councilmember Bassett noted that you can also go to the county office building in Cottonwood.</i></p> <p><i>Mayor Check asked if there is a number to call and Ms. Gallagher said that she will add the number to the Town's website.</i></p> <p><i>Councilmember Hunt asked if the ballot box and utility box are segregated. Ms. Gallagher responded that they will be. Ms. Shemaitis noted that the drop slot on the ballot box can be locked.</i></p> <p><i>Ms. Gallagher suggested that perhaps the new drop box could be painted by the Jerome Kids Art Workshop or one of the artists in town. Right now, it is just painted white.</i></p> <p><i>Ms. Gallagher noted that, if we provide two services for the county as listed in the agreement, we can get a slight discount on the fees and reduce the cost by 25 cents per voter – we have 346 registered voters. She suggested being a drop off site for ballots and also an election training site.</i></p> <p><b>Motion:</b> Councilmember Bassett made a motion to <b>approve renewing the election services agreement and allowing Ms. Gallagher discretionary power in selecting the two services to receive the discount</b>. It was seconded by Vice Mayor Currier and <b>approved by all with 4 ayes, 0 nays and 0 abstentions.</b></p>
ITEM #9	<b>NEW BUSINESS</b>
7:25 pm	<p>Mayor Check noted that Ms. Verardi was not present for Item 9A and suggested moving some of the items out of order.</p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>address Items 9C and 9D before Items 9A and 9B</b>. It was seconded by Mayor Check and <b>approved by all with 4 ayes, 0 nays and 0 abstentions.</b></p>

<p>7:26 pm</p>	<p><b>ITEM 9C: EMPLOYMENT CONTRACT – JOAN DWYER, MAGISTRATE</b></p> <p>Council will review and may approve a renewed employment contract with Town Magistrate Joan Dwyer.</p> <p><i>It was noted that there are no changes from the prior contract in the proposed renewal contract with Judge Dwyer.</i></p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>approve renewing the employment contract with Town Magistrate Joan Dwyer.</b> It was seconded by Councilmember Bassett and <b>approved by all with 4 ayes, 0 nays and 0 abstentions.</b></p>
<p>7:27 pm</p>	<p><b>ITEM 9D: PROFESSIONAL SERVICES CONTRACT – ANDREW JOLLEY</b></p> <p>Council will review and may approve a renewed professional services contract with Town Prosecutor Andrew Jolley (Prescott Law Group, PLC).</p> <p><i>Mr. Jolley noted that this contract is the same as last year's except for the name and address of his firm. The terms and conditions have not changed.</i></p> <p><b>Motion:</b> Councilmember Bassett made a motion to <b>approve renewing the employment contract with Town Prosecutor Andrew Jolley.</b> It was seconded by Vice Mayor Currier and <b>approved by all with 4 ayes, 0 nays and 0 abstentions.</b></p> <p><i>There was discussion regarding an upcoming jury trial. Mr. Jolley noted that he tries to keep the expenses down for the Town.</i></p> <p><i>Vice Mayor Currier said that he has been hearing about debtor's prisons and he asked Mr. Jolley if that is a topic that should be presented to Council and discussed. Mr. Jolley responded that he didn't think so. He does not like the idea of debtor's prisons and tries to help those he is working with by offering community service if they do not have the finances to pay a fine.</i></p>
<p>7:36 pm</p>	<p><b>ITEM 9A: REVIEW OF DESIGN REVIEW BOARD DECISION – KUMARI VERARDI</b></p> <p>Kumari Verardi asked the Mayor to sponsor the Council's review of a decision by the Design Review Board denying her application for approval of a new front door. If Council opts to review the decision, said review may take place at this meeting, or may be scheduled for a future meeting agenda.</p> <p><i>Ms. Verardi was not in attendance but was represented by her family: son, Jonas Knoblock; daughters, Sarah and Rebecca Knoblock, and friend, Sharon Watson.</i></p> <p><i>Mr. Knoblock asked that there be minimal emotion on both sides, adding that his mother felt confronted at the previous meetings, which makes her very emotional.</i></p> <p><i>Speaking on behalf of her mother, Sarah Knoblock said that Ms. Verardi has lived here a long time. The front door of the home she is renting had swollen and wouldn't shut, so her landlord gave her permission to purchase a new door. Ms. Knoblock went around town with her mother and took pictures of the same door being used at other residences in Jerome, and asked that her mother be treated the same as others who have the same door.</i></p> <p><i>Mayor Check clarified that Council has not yet decided if they wish to review this item. Vice Mayor Currier asked the Zoning Administrator for some background and where we stand on this issue.</i></p> <p><i>Ms. Borowski explained this has a long history and said that she would like to have had the opportunity to compile a complete report for Council; however, she summarized the events leading to the present situation. In February, Ms. Borowski said, she received a complaint from a resident that the door Ms. Verardi had installed had not been approved by the Design Review Board (DRB), so she sent a courtesy letter to Ms. Verardi asking her to come before the Board, which she did in April. At that meeting, Ms. Verardi presented her application and the discussion became heated. Ms. Verardi then left the meeting. The Board continued the discussion and the gist of it was that the style of the door is Victorian and the style of the house is vernacular. The issue, she said, was that door on that style of home. Ms. Borowski said that options were discussed regarding how to lessen the contrast between the style of the house and the style of the door, but without the applicant present, the matter was tabled until the May meeting. At the beginning of May, Ms. Borowski and the DRB Chair met with Ms. Verardi to discuss those options. Ms. Verardi again left and then did not attend the May meeting. At the May meeting, the Design Review Board denied her application.</i></p> <p><i>There was discussion regarding the vernacular style. It was noted that Wikipedia defines "vernacular architecture" as a category of architecture based on local needs and construction</i></p>

	<p>materials, and reflecting local traditions.</p> <p>Ms. Borowski reiterated that the Design Review Board decided that the style of the door is not in harmony with the style of the house.</p> <p>Mayor Check asked if Ms. Verardi is the owner of the home. Ms. Knoblock said that she is not, but she had a letter from her landlord, Jo Van Leeuwen, giving her permission to replace the door.</p> <p><b>Motion:</b> Councilmember Hunt made a motion to <b>have Council review the Design Review Board's decision.</b> It was seconded by Vice Mayor Currier.</p> <p>Councilmember Bassett said that there is an epidemic across the country of Councils that are not as well-versed in design elements as the Design Review Boards, and they are overturning Design Review Board decisions. She commented that previous Councils in Jerome have broken the law to overturn Design Review and Planning &amp; Zoning decisions and she cautioned Council to be very careful before undertaking a review.</p> <p>Mayor Check called the question and the <b>motion did not pass.</b> The vote was <b>2 ayes, 2 nays</b> (by Mayor Check and Councilmember Bassett) and <b>no abstentions.</b></p> <p>Councilmember Hunt clarified that this vote meant that Council will never review this decision. He said that this is a "gross injustice" against Ms. Verardi. Mr. Hunt started to comment on the Board's decision and Councilmember Bassett called a point of order because it was not agendized.</p> <p>Rebecca Knoblock asked what their options are. Ms. Gallagher responded that Ms. Verardi can go to a court of record to appeal the Board's decision. She explained that, technically, a DRB decision regarding design or aesthetics is not appealable to Council; the only way Council can review it is if they choose to do so.</p> <p>There was discussion regarding what Ms. Verardi needs to do if she wishes to continue her appeal. Ms. Borowski offered to assist them with this.</p> <p>Councilmember Hunt noted that there will be a cost to go to court.</p> <p>Mayor Check called for order. She then explained that she agreed with Councilmember Bassett's comments, and voted the way she did because she is not comfortable making Design Review decisions when our Design Review Board has already upheld their decision.</p> <p>Mayor Check asked Ms. Gallagher if there is anything Ms. Verardi will need to know. Ms. Gallagher reiterated that, per the Zoning Ordinance, Design Review decisions are appealable to a court of record. She said that Ms. Borowski would be able to assist them with what they need to do next.</p> <p>Ms. Watson asked how to make a complaint regarding all the other doors in Jerome that have not been approved. She said that this is not fair and that all should be treated the same.</p> <p>Ms. Borowski stated that the doors have been brought to her attention and she will be investigating all of them. The ones that have not been approved by the Design Review process will . . . Ms. Borowski was interrupted by one of Ms. Knoblock's daughters, who said that it would be all of the doors that are the same as her mother's. Ms. Borowski said that two of the four doors had been approved by Design Review. Ms. Knoblock's daughter said that she didn't understand and several people spoke at the same time.</p> <p>Mayor Check called for order and moved on to the next item.</p>
<p>7:46 pm</p>	<p><b>ITEM 9B: APPOINTMENT TO PLANNING &amp; ZONING COMMISSION</b></p> <p>Council will review applications received to serve as a Planning and Zoning Commissioner, and may make an appointment to fill the vacancy on that board created by the resignation of Ellen Smith. The appointment would be for the remainder of the unexpired term ending February 28, 2015. At the time of agenda preparation, only one application had been received, from Margie Hardie.</p> <p>At meeting time, no applications other than Ms. Hardie's had been received.</p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>approve the appointment of Margie Hardie to the Planning &amp; Zoning Commission.</b> It was seconded by Councilmember Hunt.</p> <p>Ms. Hardie, a long-time resident of Jerome and former chair of the Planning &amp; Zoning Commission, said that had loved serving on the Commission previously. Now she is retired and willing to work hard and learn new things. She said that she is really excited about the future and the different issues they will be looking at. Ms. Hardie noted that she will not be able to attend the July P&amp;Z meeting.</p> <p>Ms. Gallagher commented that, if approved, Ms. Hardie will have to vacate her seat on the Board of Adjustment and that seat will need to be filled. Ms. Gallagher opined that Ms. Hardie would not have to quit the General Plan Steering Committee.</p>

	<p>Frank Vander Horst expressed his support for Ms. Hardie's appointment to the Commission. Ms. Borowski was asked for her opinion, and she expressed her support as well.</p> <p>Mayor Check called the question and it was <b>approved by all with 4 ayes, 0 nays and 0 abstentions.</b></p>
7:50 pm	<p><b>ITEM 9E: PROFESSIONAL SERVICES CONTRACT – CONTRACT WASTEWATER OPERATIONS, LLC</b></p> <p>Council will review and may approve a renewed professional services contract with Contract Wastewater Operations, LLC (Henry MacVittie) to provide wastewater treatment system and water system consulting services for the period July 1, 2014 through June 30, 2016.</p> <p>Councilmember Bassett asked if we could ensure that Mr. MacVittie (rather than another member of his firm) would continue to serve as our operations manager. Ms. Gallagher said that he has always done so, and that is not likely to change. She added that the only change to this contract is that there is a \$100 per month increase in the fee.</p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>approve renewing the contract with Contract Wastewater Operations, LLC.</b> It was seconded by Councilmember Bassett and <b>approved by all with 4 ayes, 0 nays and 0 abstentions.</b></p>
7:50 pm	<p><b>ITEM 9F: INTERGOVERNMENTAL AGREEMENT: YAVAPAI COUNTY OFFICE OF EMERGENCY MANAGEMENT</b></p> <p>Council will review and may approve a renewed intergovernmental agreement (IGA) with the Yavapai County Office of Emergency Management for fiscal year July 1, 2014 through June 30, 2015.</p> <p>Mayor Check noted that Council had received a letter from the Chief of Police regarding this item. He stated that the annual fee of \$191 is miniscule compared to the services the Town receives.</p> <p>Ms. Gallagher commented that the fees have not increased in several years.</p> <p>Mayor Check asked if there is a handbook or presentation about the emergency response plan that could be given to the shop owners in town. Ms. Shemaitis noted that there are three copies in Town Hall and the public is always welcome to review them. Ms. Gallagher added that she could also scan it to the website.</p> <p>Councilmember Bassett said that she is entirely in favor of this, but she might have to vote "no" until they drop the Homeland Security grant participation and training, because Homeland Security has way overstepped the bounds of a democracy.</p> <p>Ms. Gallagher noted two minor changes that had been handwritten in at the recommendation of our attorney. Council would be approving the agreement with those changes, she said.</p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>approve renewing the IGA with the Yavapai County Office of Emergency Management.</b> It was seconded by Mayor Check and the <b>motion passed with 3 ayes, 1 nay by Councilmember Bassett, for the reasons she stated, and 0 abstentions.</b></p>
7:52 pm	<p><b>ITEM 9G: PROCLAMATION – INDEPENDENTS WEEK</b></p> <p>Council will review and may approve the Mayor's signature on a proclamation (written by Local First Arizona) designating the week of June 29 – July 6, 2014, as "Independents Week" and saluting community members and locally-owned independent businesses who are integral to the unique flavor of Jerome.</p> <p>Mayor Check read the Proclamation and explained that Local First Arizona was started by a friend of hers to support local businesses. Her friend realized that money stays in the community when it is spent at local businesses. The Mayor said that the group has been partially taken over by Rural Development – it has been very successful.</p> <p>Councilmember Hunt asked how this got on the agenda. Mayor Check responded that one of our local business owners asked if we could support this proclamation.</p> <p><b>Motion:</b> Councilmember Bassett made a motion to <b>approve the Independents Week proclamation.</b> It was seconded by Vice Mayor Currier and <b>approved by all with 4 ayes, 0 nays and 0 abstentions.</b></p>
ITEM #10 7:59 pm	<p><b>TO AND FROM THE COUNCIL</b></p> <p>Council may direct Staff as to items of pending importance that they would like placed on a future meeting agenda.</p> <p>Councilmember Bassett said that, after the budget is completed, she would like to discuss dark</p>

	<p>skies.</p> <p>Mayor Check said that she would like to discuss shared sewer lines and annexation. She added that there have been concerns expressed by some residents regarding the sewer warranty program.</p> <p>Vice Mayor Currier reported on the situation at Yavapai College. There have been discussions about the budget. Also, there has been a change in the board members. He said that an ad hoc committee was formed to serve as a liaison with the college – there is much confusion and nothing is clear but he will keep all informed.</p> <p>Councilmember Hunt stated, "A few weeks ago, a number of people in town had come to me with concerns about the new officer, Kerry. So, I had a conversation with Candace requesting that it might be a good idea if she had a conversation with Mr. Muma to have a discussion with all his officers to the effect that they should be friendly and smiling and genuinely a part of the community and that sort of thing." He asked Ms. Gallagher if she had had that conversation with the Chief. She replied that she had. Mr. Hunt responded, "I would think you did actually, because a few days later Kerry was very friendly to me. It certainly worked out. So, I just wanted to bring that up." Vice Mayor Currier noted that the officer's name is Kerry Lee.</p> <p>Mayor Check noted that it is customary for new police officers to be formally introduced to Council. Ms. Gallagher said that she would invite him to attend the next regular Council meeting<sup>1</sup>.</p>
<b>ITEM #11</b>	<p><b>ADJOURNMENT</b></p> <p>Upon motion by Councilmember Bassett seconded by Vice Mayor Currier and unanimously approved, the meeting was adjourned at 8:03 p.m.</p>

*Edited by Town Manager/Clerk Candace Gallagher from minutes taken and transcribed by Deputy Town Clerk Rosemarie Shemaitis.*

APPROVE:

ATTEST:

\_\_\_\_\_  
Nikki Check, Mayor

\_\_\_\_\_  
Candace B. Gallagher, CMC, Town Manager/Clerk

Date: \_\_\_\_\_

<sup>1</sup> Clerk's note: The Police Chief would like to accompany Officer Lee, and will not be available to do so on July 8. Officer Lee and Chief Muma will attend the August 12 meeting.