

**MINUTES
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – OCTOBER 16, 2024
JOINT HEARING WITH PLANNING BOARD
RE: LARRABEE FARM CONTRACT ZONE
HYBRID REGULAR MEETING – 5:30 P.M.**

Item 1. Call to Order. Chairman McGee called the regular meeting of the Scarborough Town Council to order at 5:30 p.m.

Item 2. Pledge of Allegiance.

Item 3. Roll Call. Roll was called by Kristen Barth, Deputy Town Clerk. Thomas J. Hall, Town Manager and Liam Gallagher, Assistant Town Manager, were also present. Councilors present:

Councilor April V. Sither - Vice Chair	Councilor Jean-Marie Caterina
Councilor Donald W. Cushing, Jr.	Councilor Donald R. Hamill
Councilor Karin B. Shupe	Councilor Jonathan E. Anderson
Chairman Nicholas S. McGee	

Order No. 24-092, 5:30 p.m. Public Hearing, with possible action on the proposed Second Amendment to the Contract Zone for The Larrabee Farm Wetland Mitigation Project at 281 Beech Ridge Road (Assessor’s Map R013, Lot 6A). *[Applicant/Planning Director]* Prior to the presentation from the applicant, Autumn Speer, Planning Director, gave a quick overview on this Order.

Planning Board Members:

Racheal Hendrickson, Chair
Roger Beeley
James Herbert
Bennett Flanders
Autumn Speer, Planning Director

Town Council Members:

Chairman Nicholas McGee
Councilor Jonathan Anderson
Councilor Jena-Marie Caterina.
Councilor Donald Cushing, Jr.
Councilor Donald Hamill
Councilor Karin Shupe
Councilor April Sither
Thomas J. Hall, Town Manager

- Presentation by the Applicant: Larry Grondin, President of RJ Grondin out of Gorham, reviewed the presentation that was provided to the Town Council and responded to questions from the Town Council and the Planning Board.
- Comments from Town Staff:
 - Autumn Speer explained that she wants to ensure that the 130 plus or minus acers that are ready to be deeded to the Town now be included in the final contract amendment, a clear outline of the 2028 completion, and the current trail system.
 - Todd Souza, Community Services Director spoke in regards to the specular piece of property and upcoming education and recreation opportunities.
- Comments from Members of the Public:

The public hearing was opened at 6:08 p.m. and the following public comment was made:

 - Mike Mason of Amanda Lane spoke in regards to the vision and plans for the portion being deeded to the Town.

There being no additional comments either for or against, the hearing was closed at 6:10 p.m.

- Response or Rebuttal from the applicant: None at this time.
- Discussion among members of the Planning Board and Town Council, which may include questions posed to the applicant, staff and the public:
 - Councilor Shupe asked the applicant about the monitoring period of the 130 acres. The applicant explained that it is a 10-year period.
 - Councilor Hamill asked why the timing of this being a single action item and why this was before this Town Council and not the new one coming aboard; why this was under the Town instead of the Land Trust; if this is a part of the 30 x 30 goal; and reviewing the Town's entire land portfolio. Thomas Hall, Town Manager and Autumn Speer both answered his questions.
 - Councilor Sither wanted clarification of which portion would be acting on now and which ones would be under the applicant's mandatory observance. Thomas Hall and the applicant clarified.
 - Councilor Anderson wanted clarification on what the decision being made at the meeting was supposed to determined. Chairman McGee explained that they need to determine if the applicant should continue with the process, stop the process or continue with conditions. Thomas Hall and the applicant also provided input.
 - Racheal Hendrickson, Planning Board Chair asked about the amount of uplands and the applicant stated that he could provide that information but he did not have it on him.
- Comments from members for the Planning Board concerning the land use implications of the proposed contract zoning amendment:
 - Racheal Hendrickson explained that they have been discussing this throughout the conversation and asked a few other questions in regards to access. The applicant answered her questions.
 - James Herbert wanted to confirm trail restrictions with the Army Corp of Engineer's and the Town would be able to obtain access from Beech Ridge Road or the shoreline of the Nonesuch. The applicant and Thomas Hall answered his questions.
 - Benjamin Flanders wanted to know if the land use meets what is intended of the contact Zone and in his opinion it does. He also asked if there was a plan in place if this was denied. The applicant and Autumn Speer answered his questions.
 - Roger Beeley stated that there are opportunities with this and areas for questions but staff has a great handle on this project with conjunction of good faith from the applicant.

Councilor Shupe believes that the application is fine but they need to include specific amendments in regards to monitoring and the extension. Councilor Cushing agreed with Councilor Shupe. Other Councilors nodded their heads and Chairman McGee stated that they are ready to vote.

Motion by Councilor Caterina, seconded by Councilor Sither, to move approval on the proposed Amendment to the Contract Zone The Larrabee Farm Wetland Mitigation Project at 281 Beech Ridge Road to continue to process the request for contract zoning, with modifications suggested by the Council and staff.

Vote: 7 Yeas. Motion Passes.

Order No. 24-098. Act on the request for an executive session pursuant to Title 1, Section 405. Executive Sessions, 6. Permitted Deliberation. E. with the Town Attorney to discuss its legal rights and responsibilities. [Town Manager] Motion by Councilor Caterina, seconded by Councilor Sither, to move approval on the request for an executive session pursuant to Title 1, Section 405 Executive Sessions, 6. Permitted Deliberation. E. with the Town Attorney to discuss its legal rights and responsibilities.

Vote: 7 Yeas. Motion Passes.

The Town Council recessed to executive session at 6:20 p.m. and reconvened at 7:01 p.m.

Item 4. General Public Comments. The following public comments were made:

- Paula O'Brien of Pond View Drive, spoke in regards to the Cannabis property that abuts her property and length of time it has been licensed. She provided a Police Report to the Council.
- Richard Hayes of Martin Avenue, spoke in regards to the traffic lights on Route One and new houses being built on Pine Point Road. Thomas Hall spoke in regards to the new subdivision and why that was able to be built.
- Jill Cohen, Attorney, spoke in regards to the work being done on the October 2 at the 3 Commercial building so there are not of an odor compliant. Workers were in and out.
- Kelly Kusnirak of Gorham Road, spoke in regards to presidential candidates.
- Nina McKee of Black Point Road, spoke in regards Zoning in the Downs and food trucks.
- Matthew Stucke of Pleasant Avenue, spoke in regards to his appreciation and gratitude to the community, Town Council and Committees.

Item 5. Minutes: October 2, 2024 - Town Council Meeting. Motion by Councilor Caterina, seconded by Councilor Sither, to move approval of the minutes of the October 2, 2024, Town Council meeting.

Vote: 7 Yeas. Motion Passes.

Item 6. Adjustment to the Agenda. None at this time.

Item 7. Items to be signed: a. Treasurer's Warrants. Treasurer's Warrants were signed prior to the meeting.

Item 8. Town Manager's Report. Thomas Hall, Town Manager, gave the following updates and answered questions from the Town Council:

- Eastern Trail—Close the Gap
 - On schedule for Solicitation of Bids—late October 2024
- Election Update
 - Revised Ballots received and issued—sent to all applicants for Early Voting
 - Voter Registration brisk—276 processed since September 1
 - Early Voting started on October 7th—PSB Classroom, 7AM to 5PM
 - An extra day of Early Voting on Saturday, October 26th from 8AM to Noon
- Request Senior Staff/Town Council Workshop
 - Early December with new Town Council
 - Provide input before Town Council set 2025 Goals
- Council Committee Activity
 - Ordinance and Finance have completed significant work

- Four new items on November 6th agenda
- Pine Point Pier Dedication—In Honor of Dave Corbeau
 - 4:00 PM on Monday, October 21st
- Quarterly Update from the Finance Director
 - Norm Kildow, Finance Director
- Acknowledgement of Councilor Caterina

Order No. 24-089, 7:00 p.m. Public hearing on the proposed amendments to Chapter 610 – Piping Plover Ordinance. [*Conservation Commission*] Chairman McGee opened the public hearing. The following public comments were made:

- Alyson Bristol of Bayview Avenue, spoke in regards to the email she sent to the Town Council and in opposition of this ordinance.
- Francis Walsh of Cape Elizabeth and a Scarborough Plover Volunteer, spoke in support of the ordinance.
- Glennis Chabot of Houghton Street, spoke in support of the ordinance and how it supports the birds and public.
- Gretchen Mikeska of Houghton Street, spoke in regards to the email she sent in support of the ordinance.
- Susan Rioux of Federal Way, spoke in regards to being a Plover Volunteering and in support of the ordinance.

Council discussion ensued on when this order should be brought back to the Council for the Second Reading and determined the date of November 6, 2024.

As there were no additional comments either for or against, the hearing was closed at 7:58pm.

Order No. 24-093, 7:00 p.m. Public hearing and action on the following new requests for a Food Handlers License: Dhyan Patel d/b/a Scarborough Payne Road Subs, Inc (Subway), located at 456 Payne Road; Dhyan Patel d/b/a Scarborough Route One Subs, Inc (Subway), located at 596 US Route One; Kathryn Jordan d/b/a Kittylamb, LLC, located at 15 Holly Street, Unit 110; Tory Cobb d/b/a Claw Coffee Roasters, LLC, located at 695 US Route One; Randy Rhodes d/b/a Pamolab, Inc, located at 23 Washington Ave - Unit 1 and Kelly McGovern & Willow Rasmussen d/b/a Lois' Natural Marketplace, located at 152 US Route One. [*Town Clerk's Office*] Kristen Barth, Deputy Town Clerks gave an overview on this Order. Chairman McGee opened the public hearing and as there being no comments either for or against, the hearing was closed at 8:25 p.m.

Motion by Councilor Caterina, seconded by Councilor Sither, to move approval on the new requests for a Food Handlers License: Dhyan Patel d/b/a Scarborough Payne Road Subs, Inc (Subway), located at 456 Payne Road; Dhyan Patel d/b/a Scarborough Route One Subs, Inc (Subway), located at 596 US Route One; Kathryn Jordan d/b/a Kittylamb, LLC, located at 15 Holly Street, Unit 110; Tory Cobb d/b/a Claw Coffee Roasters, LLC, located at 695 US Route One; Randy Rhodes d/b/a Pamolab, Inc, located at 23 Washington Ave - Unit 1 and Kelly McGovern & Willow Rasmussen d/b/a Lois' Natural Marketplace, located at 152 US Route One.

Vote: 7 Yeas. Motion Passes.

Order No. 24-094, 7:00 p.m. Public hearing and action on the following new request for a Liquor License from Jossie Papanikolaou, d/b/a Stack Scarborough, located at 183 US Route One.[Town Clerk's Office] Kristen Barth, Deputy Town Clerk, gave an overview on this Order and recommended this be tabled per staff. Chairman McGee opened the public hearing and as there being no comments either for or against, the hearing was closed at 8:27 p.m.

Motion by Councilor Caterina, seconded by Councilor Sither, to move approval to table the following new request for a Liquor License from Jossie Papanikolaou, d/b/a Stack Scarborough, located at 183 US Route One, until the applicant complies with town staff.

Vote: 6 Yeas and 1 Nay (Councilor Cushing). Motion Passes.

OLD BUSINESS: None at this time.

NEW BUSINESS:

Order No. 24-095. First reading and refer to the Planning Board, the proposed amendments to Chapter 405 Zoning Ordinance Section XIII Residential Zoning Districts and Section IX Performance Standards. [Planning Director] Autumn Speer, Planning Director, gave an overview on this Order and answered Council questions.

Motion by Councilor Caterina, seconded by Councilor Sither, to move approval of first reading and refer to the Planning Board, the proposed amendments to Chapter 405 Zoning Ordinance Section XIII Residential Zoning Districts and Section IX Performance Standards, as follows:

CHAPTER 405 – TOWN OF SCARBOROUGH ZONING ORDINANCE

BE IT HEREBY ORDAINED, by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that the following changes to Chapter 405 the Zoning Ordinance, of the Town of Scarborough, Maine, be and hereby is amended, as follows (additions are underlined; deletions are struck through):

SECTION XIII. RESIDENTIAL ZONING DISTRICTS

RURAL FARMING DISTRICT RF

To conserve the integrity and natural qualities of rural open space for the betterment and future of the community and encourage the continuation of agriculture and related activities in these areas of the community. To this end, residential development shall not be in excess of 1 dwelling unit per 2 residential acres.

RURAL, FARMING AND MANUFACTURED HOUSING DISTRICT RFM

To conserve the integrity and natural qualities of rural open space for the betterment and future use of the community, to encourage the continuation of agriculture and related activities and to provide for areas within the community where manufactured housing units can be harmoniously situated on individual lots. To this end, residential development shall not be in excess of 1 dwelling unit per 2 residential acres.

RESIDENTIAL DISTRICT R2

To provide residential areas within the Town of Scarborough of low density in a manner which will promote a wholesome living environment. To this end, residential development shall not exceed 2 dwelling units per net residential acre.

RESIDENTIAL DISTRICT R3

To provide residential areas within the Town of Scarborough of higher density to a manner which will promote a wholesome living environment. To this end, residential development shall not exceed 2 dwelling units per net residential acre in unsewered areas or 3 dwelling units per net residential acre in sewerred areas.

RESIDENTIAL DISTRICT R4

To provide residential areas within the Town of Scarborough of higher density to a manner which will promote a wholesome living environment. To this end, residential development shall not exceed 2 dwelling units per net residential acre in unsewered areas or 4 dwelling units per net residential acre in sewerred areas.

RESIDENTIAL DISTRICT R4A.

To provide residential areas within the Town of Scarborough of higher density in a manner which will promote a wholesome living environment. To this end, residential development shall not exceed 4 dwelling units per net residential acre. All developments in R-4A districts shall be serviced by public sewer and public water supply.

A. PERMITTED USES – RESIDENTIAL DISTRICTS

Permitted use table abbreviations are as follows:

- P – Permitted by Right
- SE – Special Exception Required
- C# – Condition Applies
- CZ – Contract Zone Required
- Blank – Not a Permitted Use

AGRICULTURAL USES	PERFORMANCE STANDARDS APPLY						
	RF	RFM	R2	R3	R4	R4A	
Accessory uses including accessory stables on lots of at least two acres	P	CZ	P				
Accessory uses including accessory agricultural activities	P	CZ	P	P	P	P	
Commercial Agriculture	P	CZ	SE				
Commercial Animal Husbandry	P	CZ					
Agricultural Employee Housing in Conjunction with Commercial Agriculture and/or Commercial Animal Husbandry	SE	SE					
Commercial Stables	P	CZ					

Farm Stand	Section IX.R.	P; SE	CZ	SE			
Agricultural Products Store	Section IX.S.	P; SE	CZ	SE			
Agricultural processing facility with a total of not more than one thousand (1,000) square feet of gross floor area in conjunction with commercial agriculture	Section IX.Q.			SE			
Agricultural processing facility with a total of not more than two thousand (2,000) square feet of gross floor area in conjunction with commercial agriculture and/or animal husbandry	Section IX.Q.	P	CZ				
Agricultural processing facility with a total of more than two thousand (2,000) square feet of gross floor area in conjunction with commercial agriculture and/or animal husbandry	Section IX.Q.	SE	SE				
Forestry		P	CZ				
Wetlands Creation on Previously Excavated Property		CZ	CZ				

R. PERFORMANCE STANDARDS – FARM STANDS [Adopted 05/05/2010] [Amended 10/18/23]

A Farm Stand must conform to the following performance standards:

1. A farm stand must be associated with and accessory to a Commercial Agriculture, Commercial Animal Husbandry or Commercial Fishing and Harvesting use.
2. A farm stand must be located on a parcel that is actively used for the Commercial Agriculture or Commercial Animal Husbandry use or in the case of Commercial Fishing and Harvesting, be the primary residence of the owner of the commercial operation.
3. A farm stand may be a free-standing structure or outdoor location or may be part of another building or structure (for example, an area in a barn or house that is used for sales).
4. The total area devoted to retail sales is limited to four hundred (400) square feet. This includes the area of a free-standing building or structure, the area for outside display and/or sales, the outdoor area used for retail sales if there is no building or structure, and the area used for sales in another building.
5. The sale of products is limited to: a) those grown, raised, caught, harvested or produced by the Commercial Agriculture, Commercial Animal Husbandry or Commercial Fishing and Harvesting use with which the farm stand is associated, b) processed products that are made from products grown or raised by the agricultural use (for example, cheese or ice cream made from milk, yarn made from wool, processed foods such as apple butter or salsa made from items grown by the use, or baked goods made using items grown by the agricultural use), c) agriculture products

including processed products that are not produced by the agricultural use with which the stand is associated, d) live or fresh fish, shellfish and lobsters, and e) handmade art and craft products.

6. If the stand sells products that are not grown, raised, caught or harvested by the use or made from products grown, raised, caught or harvested by the use, at least 51% of the dollar amount of gross retail sales per calendar year must be from products associated with the Commercial Agriculture, Commercial Husbandry or Commercial Fishing and Harvesting use. In January of each year, the owner shall calculate and report to the Code Enforcement Officer the percentage of gross retail sales attributable to off-premises products for the preceding calendar year and, if requested by the Code Enforcement Officer, shall provide documentation of the calculated percentage. If the farm stand will not meet the 51% threshold, a special exception is required. This special exception allowance only applies to properties located in the RF district. All other performance standards herein shall apply.

7. The farm stand must be located on the parcel so that it meets side and rear setback requirements but a free-standing farm stand is not required to meet the front setback requirements.

8. The farm stand must be located so that it provides appropriate parking and access for customers. Customer vehicles must not be required to back out on to a public street.

9. The farm stand may be open for business only when it is selling products that are grown, raised, caught, harvested or produced as part of the Commercial Agriculture or Commercial Animal Husbandry use.

10. A farm stand is not subject to site plan review but does require a permit from the Zoning Administrator.

S. PERFORMANCE STANDARDS – AGRICULTURAL PRODUCTS STORES [Adopted 05/05/2010] [Amended 10/18/2023]

An Agricultural Products Store must conform to the following performance standards:

1. An agricultural product store must be associated with and accessory to a Commercial Agriculture, Commercial Animal Husbandry, or Commercial Fishing and Harvesting use.
2. A store must be located on a parcel that is actively used for the Commercial Agriculture and/or Commercial Animal Husbandry use or in the case of Commercial Fishing and Harvesting, be the primary residence of the owner of the commercial operation.
3. The primary vehicle access to the store must be from a street/road that is classified by the Town as an arterial, collector, or minor collector.
4. An agricultural products store may be a free-standing building or may be part of another building or structure (for example, an area in a barn or house that is used for sales)
5. A free-standing building used for retail sales or the area used for sales in another building is limited to one thousand (1,000) square feet of sales area. An additional outside area of not more than five hundred (500) square feet may be used for the display and/or sales of products. These limits shall not apply to greenhouses or areas for the growing and/or display of nursery stock or other plants for sale as part of the agricultural use.
6. The sale of products may include: a) those grown, raised, caught, harvested or produced by the Commercial Agriculture, Commercial Animal Husbandry or Commercial Fishing and Harvesting use with which it is associated, b) processed products that are made from products grown or raised by the use (for example, cheese or ice cream made from milk, yarn made from wool, processed

foods such as apple butter or salsa made from items grown by the use, or baked goods made using items grown by the use), c) agriculture products including processed products that are not produced by the Commercial Agriculture or Commercial Animal Husbandry use with which the store is associated, and d) handmade art and craft products.

7. If the store sells products that are not grown, raised, caught or harvested by the use or made from products grown or raised by the use, at least 51% of the dollar amount of gross retail sales per calendar year must be from products associated with the Commercial Agriculture, Commercial Husbandry or Commercial Fishing and Harvesting use. In January of each year, the owner shall calculate and report to the Code Enforcement Officer the percentage of gross retail sales attributable to off-premises products for the preceding calendar year and, if requested by the Code Enforcement Officer, shall provide documentation of the calculated percentage. If the agricultural products store will not meet the 51% threshold, a special exception is required. This special exception allowance only applies to properties located in the RF district. All other performance standards herein shall be met.

8. The building in which the store is located must meet the front, side, and rear setback requirements for the district in which it is located

9. The store must be located so that it provides appropriate parking and access for customers. Parking must be provided in accordance with the requirements of Section XI. for retail uses.

10. The store may be open for business only when it is selling products that are grown, raised, caught, harvested or produced as part of the Commercial Agriculture, Commercial Animal Husbandry or Commercial Fishing and Harvesting use.

11. The construction of a building or the conversion of an existing building for use as an agricultural products store is subject to minor site plan review.

Vote: 7 Yeas. Motion Passes.

Order No. 24-096. Act on the request to approve the appointments to the SBAC-2. [Town Manager] Chairman McGee provided an overview of this order and answered Council questions.

Motion by Councilor Caterina, seconded by Councilor Sither to act on the request to approve the appointments to the SBAC-2, as follows:

Proposed Appointments to the SBAC-2:

Five (5) member from the SBAC – Phase 1 Subcommittee Chairs (or designee):

- Larry Cain
- Leroy Crockett
- Dave Heiberger
- Jenna MacPhie
- Carrie Peabody

Four (4) members of the SBAC-Phase 1 Building Leadership Team:

- James Cronican
- Charlie Peters
- Annalee Rosenblatt

Four (4) members of the SBAC-Phase 1 Solution Subcommittee Chairs (or designee):

- Tom Eschner
- Fred Follansbee
- Sue Hamill
- Jim Prichard

Additional Phase 2 Seats:

Three (3) Residents At-Large

- Paul Gaffney
- Rob Gustavson
- Avae Traina
- Elizabeth von Stade

Three (3) Alternate Members – Residents

- Michael Dumas
- Mary Louise Gould
- Marilyn Fraktman

Vote: 6 Yeas 1 Nay (Councilor Shupe)

Order No. 24-097. Act on the request to approve the Findings and Order on the denial of the following Cannabis Establishment Licenses:

- **Hung Do, d/b/a Platinum Smoke, LLC, located at 3 Commercial Road #201-B**
- **Joseph Tran, d/b/a Shark Tank Strategies, located at 3 Commercial Road #201-A**

[Town Council] Chairman McGee and Thomas J. Hall, Town Manager, provided an overview of this order and answered Council questions.

Motion by Councilor Caterina, seconded by Councilor Sither to act to approve the Findings and Order on the denial of the following Cannabis Establishment Licenses:

- Hung Do, d/b/a Platinum Smoke, LLC, located at 3 Commercial Road #201-B
- Joseph Tran, d/b/a Shark Tank Strategies, located at 3 Commercial Road #201-A

Vote: 7 Yeas. Motion Passes.

Item 9. Non-Action Item. Chairman McGee presented Councilor Caterina a plaque and she spoke in regards to her time on the Town Council.

Item 10. Standing and Special Committee Reports and Liaison Reports and Item 11. Council Member Comments.

- Councilor Anderson spoke in regards to Finance Committee, which included the TIF policy, affordable housing, capital projects, upcoming Councilor Corner lives, and the RF Zone and LI District.
- Councilor Shupe posted names from the October 9, 2024 Appointment Committee meeting:

Coastal Waters and Harbor Advisory Committee:

Move Robert Odlin from 1st alternate to a full voting member with a term to expire 2026, move Tyler Davis from 2nd alternate to 1st alternate with a term to expire 2025 and move to appoint Brittaney Jackson to 2nd alternate with a term to expire 2026.

Conservation Commission:

Move to appoint Kate Borduas to 2nd alternate with a term to expire 2026.

Community Services Advisory Board:

Move to appoint Darryl Wright to 2nd alternate with a term to expire 2025.

Long Range Planning Committee:

Move to appoint Mark Simpson to 1st alternate with a term to expire 2024.

Planning Board:

Move Bennett Flanders from 2nd alternate to 1st alternate with a term to expire 2026 and appoint Rudy Caron to 2nd alternate with a term to expire 2024.

Shellfish Conservation Commission:

Move to appoint Andy Blanchard as a full voting member with a term to expire 2026, Jason Quirk as a full voting member with a term to expire 2025, and Eric Quirk as 1st alternate with a term to expire 2026.

She also spoke on the “Snug It Up” event at the library on November 15, 2024.

- Councilor Sither spoke in regards to Sustainable Scarborough Day, upcoming Councilor Corner articles through early December, and the Councilor Corner Live on October 30, 2024.
- Councilor Cushing spoke in regards to a new councilor orientation; welcoming new councilors, and how to present the budget and finances to the public.
- Councilor Hamill spoke in regards to Councilor Caterina’s time on the Town Council.
- Chairman McGee spoke in regards to community members getting out to vote.

Item 12. Adjournment. Motion by Councilor Caterina, seconded by Councilor Sither, to move approval to adjourn the regular meeting of the Scarborough Town Council.

Vote: 7 Yeas. Motion Passes.

Meeting adjourned at 8:46 p.m.

Respectfully submitted

Kristen Barth
Deputy Town Clerk