

**Town of Perryville
Meeting Minutes
January 8, 2008**

ATTENDANCE: Mayor: James Eberhardt, Commissioners: Barbara Brown, James Hansen, Gary Tennis and Tim Tolbert; Town Administrator: Denise Breder, Financial Coordinator: Peggy Rice, and Police Chief Chris Daly.

The Public Hearing was called to Order at 7:00 p.m.

Pledge to the Flag

Mayor Eberhardt announced that the purpose of the Public Hearing was to hear public comment regarding the Personnel Policy.

Keith Baynes, the Town Attorney presented the Personnel Policy Amendment that states that in calculating the number of hours actually worked actual hours worked, holidays and all paid leave shall be included. It also states that an employee's work week shall be all approved leave, including all approved paid leave. It also allows for work performed in excess of forty (40) hours during a standard work week shall be compensated at the rate of 1 1/2 the employee's regular rate. In calculating the number of hours worked for payment of overtime, actual hours worked, and all paid leave shall be included. It also allows future changes to be done by Resolution with no Public Hearing.

Commissioner Brown inquired where it is defined in this Amendment if a part-time employee was to work beyond their normal hours because they do not work the actual hours as defined in this policy.

Mr. Baynes stated that this amendment would not affect those individuals.

Mayor Eberhardt indicated that it does mention part-time employees in paragraph N.

Mr. Baynes commented that it would depend if they had some sort of a special contract or not.

Commissioner Brown commented that in paragraph L it reads except as is provided in special contracts of employment. Commissioner Brown wants to make sure that these people who are working in excess of their contract are compensated at the overtime rate.

Mr. Baynes indicated that it would probably depend on the kind of part time employment that they would have. This may not apply to a person that may have a contract with the Town who is performing a certain duty. If they were part time and working 40 hours a week then it would apply to them.

Commissioner Brown inquired how they can be part time employees and working 40 hours a week.

Ms. Breder commented that if a part-time employee was working more than 40 hours a week for a short period of time the employee would be compensated at 1 ½ their normal rate of pay.

Commissioner Brown commented that if somebody's normal work week is 20 hours a week and they work 25 hours, to her that would indicate overtime pay, would they be deprived of the overtime pay because they did not work over 40 hours? A part time employee very seldom gets 40 hours.

Mayor Eberhardt inquired how that has been handled now.

Ms. Breder indicated that it had not been an issue.

Mr. Baynes indicated that they would have to work over 40 hours to be eligible for overtime, if their contract called for 20 hours and they worked 25 hours I do not think they would be eligible for overtime pay.

Mayor Eberhardt commented that one of the main issues previously with the original policy was that when a day of leave was taken or a holiday during the scheduled work week and someone was called in to work they were not getting the overtime pay.

MOTION was made by Commissioner Tolbert and seconded by Commissioner Tennis to close the Public Hearing at 7:10 p.m. **All in favor; motion carried.**

The Town Meeting was called to order at 7:10 p.m.

APPROVAL OF THE MINUTES

MOTION was made by Commissioner Brown and seconded by Commissioner Hansen to approve the December 4, 2007 Town Meeting Minutes. **All in favor; motion carried.**

MAYOR'S REPORT-

Mayor Eberhardt swore in two new officers for the Perryville Police Force, Officer Allen Miller and Officer Wayne Butler.

COMMISSIONER'S REPORTS –

COMMISSIONER TENNIS' REPORT-

Public Works Report-December 2007

Put up the Town's New Christmas Decorations.
Assisted in decorating the Town Christmas Tree for the Tree Lighting Ceremony.
Fixed broken photo eyes on Christmas Decoration poles.
Continued working on 2nd floor offices at Town Hall.
Cleaned up leaves along wall on Route 7.
Located water line at I-95 for new water tower project.
Patched several potholes around town.
Repaired a water leak at Good Shepherd School by replacing a bad gasket in the meter.
Spread rip-rap in the multi-purpose field drain line at the park.
Repaired broken water main at the Water Treatment Facility.
Inspected a possible line at the Wastewater Treatment Facility and discovered a broken pump which saved the line from having to be dug up.
Replaced a hazardous fire hydrant at the Wastewater Treatment Facility.
Began reading meters around Town.

Mayor Eberhardt commented that he wished that there was a way of marking the meters so that the guys are not spending time rustling through leaves in people's yards to access the meters for reading.

COMMISSIONER TOLBERT'S REPORT-

Commissioner Tolbert indicated that they are looking into getting radio reads so they would not have to rustle through the leaves and grass to get to them, they could be in the vicinity and it would read it. Work is continuing at the Water Treatment Plant and the new tower. They are doing some line work at the corner of Clayton Street and Sumpter Drive.

Commissioner Brown believes the meters have been getting replaced a little at a time, she asked Commissioner Tolbert if that is still continuing.

Commissioner Tolbert indicated that they were getting replaced by how they are grid into sections to be read, a section at a time. There are still some sections that have to be read the old way and handwritten.

COMMISSIONER BROWN'S REPORT-

Announcements:

January 24, 2008 Perryville Greenway Meeting, 10 a.m. held in the Administrators Office

January 24, 2008 Cecil County Chamber of Commerce is hosting the Annual Business Expo. Greater Perryville is participating, 5:30 p.m. at Singerly Fire Hall.

Meetings:

December 7, 2007 I had a meeting with Mr. Clyde Van Dyke, Director of Cecil County Parks & Recreation, Ms. Cindy Cantor, Recreation Superintendent for Cecil County, & Mr. Al Peteraf, who spoke during the County Commissioners meeting here in November, on the possibility of a skateboard park in our Town. Everyone agreed that our youth want a park. The meeting ended with Mr. Peteraf agreeing to meet with our youth and explain all that we had discussed in our meeting to get a consensus if they would be willing to do all that we required of them to use a park and to justify the cost. Mr. Peteraf contacted me at the end of December, told me he had met with and talked very frankly with the youth about expectations, and asked them if they understood there would be rules they would have to follow and would they agree to do the right thing or would they be more likely to go back to skating without the rules. Mr. Peteraf and I both believe that the kids are not willing to have a structured skateboard park at this time and could not justify the expense if that is not going to happen. In conclusion I got back to Mr. Van Dyke and told him what we had determined and at this time we will support the County building and maintaining a park in this end of the County. We asked that some consideration be given to carpooling, perpetual waivers and other things to make a park user friendly to those who travel to get to it.

December 10, 2007 Met with a local landscaper to replace the trees that were removed in the park. Also, met with him again when several trees and shrubbery were removed due to an automobile accident on Roundhouse Drive. That plan will be executed in the Spring when planting can be done.

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- January 3, 2008 A letter was requested and sent to the Cecil County DPW, Development Services Division, on the Erosion and Sediment Plans for the permitting on the contracts soon to be let for the Boat Launch. We are waiting on the permits.
- January 7, 2008 The repair work was begun this morning to the park bridge. As it appeared by noon and with nothing unexpected happening, the bridge will open by Wednesday morning.
- January 7, 2008 I had a meeting with Nelson Campbell, Grants Administrator, Mr. Peter Pearre, Architect for Rogers Tavern, Mr. Eric Grubb, Project Manager for Rodgers Tavern to go over two proposals solicited for Design of the Heating and Air Conditioning System for the Tavern with the purpose of choosing one to do the design. After going over the proposals the choice was unanimous. We also chose the lowest bidder. I do not wish to name that contractor tonight because I want notification to go through the proper channels. We will be able to go forward with the design, but we are still waiting on the official word from the MD Historic Trust that they have accepted the Archaeology report submitted months ago. Our architect, Mr. Peter Pearre will be submitting our plan with these priorities:
Heating and Air Conditioning
Electricity
- January 7, 2008 Met with Mr. Mike Caldwell to interview for the Park Warden position. An applicant will be receiving a job offer.

NOTES:

1. Work on the multi-purpose fields has stopped due to the weather.
2. The stone on the jetty at the boat launch is a gift to be used on our shore erosion project in the park. It is temporary storage and will be moved once we have the permits for that project. There may be stone available, but we are hoping it can barged to the site and set on the bank until we are ready for it. I am to be notified if that is going to be a reality.

COMMISSIONER HANSEN'S REPORT-

PLANNING & ZONING UPDATE

January 2008

PLANNING & ZONING MEETING & BOARD OF APPEALS:

- No applications were received for the month of December therefore no meetings were held.
- The Comprehensive Plan workgroup met on December 17th to review the draft comprehensive plan. The next meeting will be held on Tuesday, January 22nd following the Planning and Zoning Meeting.
- A concept plan for Perryville Yacht Club Phase II has been submitted and will go before the Planning and Zoning Board for review this month. Since the regular meeting date falls on a holiday the meeting will be held on Tuesday, January 22nd at 6:30pm.
- In August of 2006 Riverside Center and Kids 1, Incorporated submitted a Special Exception application requesting to place a private school at the Riverside Center at 636 Broad Street. The Planning Commission made a recommendation for approval to the Board of Appeals. The Applicant went before the Board of Appeals in October and November of 2006 and the request for a private school was denied.

This application was then taken to the Circuit Court of Cecil County where the Judge overturned the decision on October 8, 2007. Within the past several months, the Town and property owner have been in discussions trying to reach an agreement on conditions to be placed on the special exception in order to protect the best interest of the Town, its residents, the property owner and the proposed school. Last evening, the property owner and applicant met with the Board of Appeals and Town Staff and reached an agreement. A special exception permit has been issued for Riverside Center to permit High Roads School to locate at 636 Broad Street, per the Judge's order, with the following conditions:

1. The special exception is granted solely for the exclusive use of the Applicant, High Roads School;
2. That the special exception will be reviewed in four years pursuant to Section 57-8 of the zoning ordinance;
3. That the special exception use be operated in accordance with the testimony of the Applicant before the Board of Appeals.
4. That the Applicant provide proof of compliance with the submitted and approved site plan including, but not limited to, parking for proposed and

current tenants and uses, the installation of striping, directional arrow, signage and the removal of utility poles; and,

5. The installation of a safety fence around the rear perimeter of the property and also around all electrical transformers in order to deter students from the railroad tracks and transformers for safety purposes.

Mayor Eberhardt inquired if we have any indication of when the High Road School will be opening.

Commissioner Hansen was not aware of a date that they are scheduled to open.

Water Distribution Progress Report-Kevin Pampuch

Mr. Pampuch reported that there was 540 days until final completion with an additional 30 days depending on what is needed for a Change Order request as shown on page two of their binders. Work completed since the previous report was the installation of a 16" water main. There was tapping into the existing water main at the MD Transportation Authority property and the installation of Valve Vault no. 3. A progress meeting was held on December 18th and the next meeting is scheduled for January 15, 2008. There was fabrication and welding of tank panels. The contract sum to date is 3.6 million and there have been 8 requests for payments and 3 change orders. There has been less work occurring this month so the payment request submitted is lower than the past couple of months. There is also a revised schedule regarding the completion showing that it should be done in July which is ahead of the original schedule and the contractor does understand that they will have to coordinate with the Water Treatment Plant project.

Mayor Eberhardt asked for clarification of the revised schedule if that included the additional 30 days that they requested.

Mr. Pampuch stated that it did include the additional 30 days that were put into play in the event that the Water Treatment Plant project coordination cuts into the schedule. Mr. Pampuch commented that they are requesting approval for partial payment number 8 for Greensboro Environmental in the amount of \$136,725.70.

Mayor Eberhardt wanted confirmation of the amount because the amount shown on the Progress report is \$136,525.70 different from the payment request.

Mr. Pampuch commented that the one on the Progress report is a typo; the payment request form has the proper amount of \$136,725.70.

MOTION was made by Commissioner Tolbert and seconded by Commissioner Brown to approve the payment # 8 of \$136,725.70 to Greensburg Environmental. **All in favor; motion carried.**

Water Treatment Plant Progress Report-Mark Prouty

Mr. Prouty presented the progress of the work on the Water Treatment Plant project that has taken place since the last report, there is 328 days left until final completion.

- Brick facing was completed for all buildings. Metal roofing was completed on the Control Building and approximately 95% completed on the Filter Building.
- New windows were installed at the Control Building, Filter Building and existing Chemical Building
- The drywall ceiling system was installed in the office area of the Control Building. The non-ventilated soffit ceiling system was installed in the garage portion of the Control Building. The overhead doors were installed in both the Control Building and the Filter Building Extension.
- HVAC sub-contractor installed all supply and return ductwork within the Control Building. Exhaust fans and louvers were installed at the Filter Building Extension.
- The electrical sub-contractor completed the electrical rough-ins and some panel installation of the Control Building.
- Cecil County Department of Public Works issued approvals for framing, electrical and mechanical rough-in work within the Control Building. The electrical contractor received portions of the MCC panels for installation within the Electrical Room portion of the Filter Building Extension.
- The Contractor installed the three Reject Holding Tanks, associated piping and valves. The membrane filtration overflow 12" PVC drain to MH#6 and from MH#6 to MH#7 was also installed.
- Concrete Sub-Contractor completed forming of new mezzanine floor to house the future membrane pumps in the existing Filter Building. All concrete pads at doorways were completed for both the Control Building and Filter Building Extension.
- At the river Walker Underwater completed installation of the deflection piles around the new Intake Structures. This completes the work on the Intake Structure which is currently in operation.

The one thing that is not on the report is the Flocculation Tanks because of problems that occurred when the pre-cast tanks were placed, you could see through the seams. We informed the contractor that the South Tank was totally rejected and the North Tank we withheld rejection until we determined if their proposed repair method would work. They disassembled the South Tank and replaced the same tank by turning some of the components and the seams look much better. We are allowing them to go through with the repairs to both tanks and will have them fill them with water and let stand for a period of time to test them. They provided us with safety manuals at our last progress meeting, one for on site and a copy for the Town to have. They indicated that the schedule has not changed but we have requested an updated schedule from them to coordinate with the other project. As of the 21st they submitted their 8th pay request in the amount of \$605,895.79. To date they have had a total of eight change orders under 1% of the contract value. There is a total change of contract time of 68 days at this point. Two other change orders are in the works and we are in discussions with them over disagreeing with those change orders. One of the issues they are discussing is a slide gate that was broken and repaired by the contractor, a Supervisory Control System to meet requirements by MDE, to decrease the contract on the BFD drives for the Flocculation mixtures, ph turbidity control meters to be modified, and an A.D.A. compliant shower room. In this they want to request 45 more days of time. We did not feel there was a reason for the length of the additional time they requested. They were concerned that they would not meet the potable water time line from the State by the August 8th deadline. One option they may have would be to talk to the State and ask them to push back the date a couple of weeks so that they would not have to request the additional time. They are not asking for time at the end of the project that would add onto the project, it is a deadline within the project time frame.

Mayor Eberhardt asked for assurance that they were not allowing any change orders that were adding additional time to the end of the August deadline.

Mr. Prouty indicated that this was correct.

Mayor Eberhardt asked Mr. Prouty to remind him what change order #1 was that had no change in price but 60 additional days.

Ms. Breder indicated that it was a problem with getting the County Permit.

Mayor Eberhardt inquired if the raw water pump station building was heated.

Mr. Prouty indicated that it was heated.

Mayor Eberhardt inquired if the intake structure at the river was to be there permanently.

Mr. Prouty stated that it was.

Mayor Eberhardt inquired if the turbidity meters got replaced yet.

Mr. Prouty commented that someone is supposed to be coming tomorrow to look at them.

Mayor Eberhardt recalled some sort of a problem that occurred by the contractor or the phone company or somebody with those meters.

Ms. Breder indicated that it was thought to have occurred when the Power Company was working on something and did not notify the staff for them to shut down and there was a surge that came through and blew three of the meters.

Commissioner Tolbert believes that was a result of a lightning storm that we had a month or so ago.

Ms. Breder indicated that she will talk with Larry and see if it coincides with that, he thought it was when the Power Company came to work on the transformer.

Commissioner Brown inquired if the structure out in the river is marked or lit in any way.

Mr. Prouty commented that it is marked based on the Coastguard requirements which did not require it to be lit.

MOTION was made by Commissioner Tolbert and seconded by Commissioner Brown to approve the payment # 8 of \$605,896.79 for J.L.W. Associates. **All in favor; motion carried.**

MD. Department of Transportation-Geoffrey Kohlberg/ Sam Triandos

Mr. Kohlberg stated that the advertisement for bids on the contract required contractors that were interested to submit a technical proposal and a price proposal in two separate packages. They were then reviewed and scored with the one with the highest scores getting awarded the bid. It was the same way that they did the selection of the contractor for Phase two of the redecking of the Bay Bridge project which has come along very well. We have chosen our selection for the contract who is the Joseph B. Faye Construction Company. We will recommend that award of that contract to the authorities who actually award the contract. We will be issuing a partial notice to the

contractor in January. We were to start the later part of last year but because of some additional requirements needed from M.D.E. that did not happen. One of the projects that we looked at that the contractor had recently performed was for the replacement of the Joppa Road bridges over I-95. This was a smaller scale project but came in on budget and ahead of schedule and they actually won a Mid Atlantic Contractors Performance Award for the job. We will have a couple of work shops before we actually go to full notice to proceed, a newsletter that will be published on a regular basis and a web site and e-mail to be able to sign up and get the latest updates on the project. In January and February we will need to coordinate meetings with Perryville and Havre De Grace and the E.M.S. and Police personnel to discuss emergency procedures when the bridge gets reduced from four to two lanes. Mr. Kohlberg wants to clarify a misunderstanding that occurred at a previous meeting. They are redecking the bridge not replacing it and some additional repairs such as painting etc. We do still need to coordinate the work with the work that is going on at the Tydings Bridge so that both of them are not running with reduced lanes at the same time. We do expect a full notice to proceed to be issued to the contractor in April.

Mayor Eberhardt commented that Delegate Rudolph inquired about the emergency coordination in a meeting today.

Mr. Kohlberg commented that they wanted to have their contractor on board first so that they will be an active participant in that process.

Mayor Eberhardt commented that the indication has always been that they did not want to be working on both the Tydings and the Hatem Bridge at the same time, although work is still being done on the Tydings Bridge.

Mr. Kohlberg commented that this is still their plan, one of the reasons they are behind with the Tydings project is because some of the materials fabricated for the Tydings joints were rejected causing the contractor to have to re-fabricate them.

Mayor Eberhardt inquired how the bridge will operate if they are working on a west bound lane and are completing that lane on the west end of the bridge if the completed lane will be open.

Mr. Kohlberg commented that maybe he should bring the construction sequence in at the next meeting. Mr. Kohlberg commented that the existing bridge is a four lane structure and they will be reducing it to two lanes allowing the contractor to work in the other two lanes. Along the section that he will be doing his construction work he will be working on a section and leaving a section open staying intact for emergency vehicles to be able to get in there and turn around if needed based on what gets coordinated. He will

have a hopscotch system going across the bridge. Once he finishes those areas he will redeck the other areas.

Mayor Eberhardt inquired if there was going to be some pier work done.

Mr. Kohlberg commented that there will be some substructure repair work done while they have the contractors there based on the needs from the inspection, not substructure replacement.

Mayor Eberhardt was waiting on a response from Ms. Triandos regarding an email that he had sent her inquiring about the final recommendations pertaining to passes for local residents crossing the bridge during construction.

Ms. Triandos indicated that what he was sent a year or so ago was the final, she will resend that to him.

Mayor Eberhardt recalls that one of the recommendations was free renewal of passes during the time of the construction.

Ms. Triandos commented that she was not prepared to discuss those issues tonight.

Commissioner Brown commented that there was an indication that they were going to limit truck traffic on the bridge to reduce some of the congestion she inquired if that was going to happen.

Mr. Kohlberg commented that he is not sure if the signs are up yet but they are going to limit the trucks to night time traffic only for three axles or more, he is not sure of the exact times but it will be nighttime only.

Commissioner Brown wanted to thank them for the double left turn lane coming from the bridge, she thought it was going to be an aggressive driving issue when she first saw it but people seem to be taking their time and merging traffic together effectively.

Mayor Eberhardt indicated that he has not seen a problem with the west bound lane turning into Town from Route 40 that was anticipated. The only down side he sees with this set up is far right East bound lane being blocked at times preventing people from being able to turn into Town when the light is red.

Commissioner Tolbert felt compelled to ask again if there was any chance of the A.V.I. stickers being honored on I-95 during construction.

Ms. Triandos responded with the answer no.

Mrs. Evans, a resident who resides on Clayton Street commented that two times she has not been able to cross the bridge because of accidents. She inquired if she still has to pay when she gets diverted.

Ms. Triandos indicated that the circumstances would have to be pretty extreme before they would be excused from paying and it has not been done very often.

Sue Eyet, who owns an art studio in Town, inquired why the A.V.I. decals would not be able to be used on I-95 during the bridge construction.

Ms. Triandos stated that the Toll facilities are very primitive and are not equipped to handle bridge stickers and it would be a huge loss to the facility. It is not legal to limit it to Cecil and Harford County toll patrons either. Ms. Triandos commented that they do offer commuter passes that are about an 80% discount but they would have to be used a large amount of the time within a time frame and they do have expiration dates on them. She indicated that Delegate Rudolph has tried everything he can to get them to allow the opportunity for us to have discounted or free passes during this time and it has not worked.

Mr. Eyet stated that it is not right that you are getting double charged when you are pulling a trailer behind your vehicle.

Ms. Triandos commented that you are charged per axle.

Mr. Kohlberg stated that he would keep us informed on what is going on with the bridge repairs as they move forward.

ADMINISTRATORS REPORT-Denise Breder

Town Administrator's Report Town of Perryville, MD January 8, 2008

- Water Treatment Plant and Distribution System Improvements Projects:
 - Prepared a Cash Draw Request for the Construction Review Services for the WDSI-05-06 contract. The amount of the request was \$78,469 and represented a 35% completion of the contract, which is in-line with the completion percentage on the related construction contract.
- Annexation issues:

- No petition for referendum was received for the IKEA / Coudon annexation. A letter certifying this was sent to IKEA, at their request, so that they could proceed with the settlement on the property. Once the annexation became effective on December 21, 2007, which was after the lapse of 45 days without a petition for referendum being filed, letters were sent to both the Clerk of the Circuit Court for Cecil County and the State of Maryland Department of Legislative Services. The letters notified those agencies of the change to the Town's borders. Those agencies are to then follow through with notifications to other State and County agencies of the change (such as the Department of Assessments and Taxation, State Highway Administration and the Department of Planning).
- Had some communication with Bradley Stover, attorney for Kevin Geraghty of Cedar Corner LLC, regarding the scheduling of the proposed annexation. Mr. Geraghty is not pleased with the schedule to work through the process to potentially annex his property into Town limits. However, Mr. Geraghty still has not provided the Town with much of the preliminary information that was requested and needed for the Board to even consider the proposed annexation. A meeting has been scheduled for January 14th at 9:30 am for me to meet with Mr. Geraghty and Mr. Stover.
- Just a reminder, we have a meeting scheduled, for January 15, 2008 at the 6:30 pm work session, to discuss the terms and conditions of an annexation agreement for the Happy Valley / Susquehanna Overlook proposed annexation. Please come prepared to discuss that issue.
- December 7, 2007 Participated in two interviews for Police Officers and two interviews for employees for the Juvenile Outreach Program (salaries to be covered by the Cecil Partnership for Youth grant).
- Did some additional research and put together some proposed rules and regulations, along with some SAMPLE forms for use by the office staff, on the subject of "Resident Only Parking" on public streets and on "Handicapped Parking" on public streets. This issue was discussed at the Mayor and Commissioners work session held on December 18th and will again be addressed in the January 15th work session.
- Follow up to last month's report:
 - The Town contracted with URS to prepare the sediment and erosion control plans for the shoreline erosion control project at the Town Park. As part of this contract, some information is to be provided by Coast Watch Engineering. URS prepared the preliminary S&E plans but is waiting on the proposed grade and elevation for the project from John Klein to incorporate that into the plan for submission to NCRS by 2/1/08. Additionally, Mr. Klein is to work on the MDE permit and the Cecil County grading permit for the project. Final completion of the project must occur prior to April 1, 2008.
 - Sent a letter to Mr. Richard Lindsay, SHA, in an effort to have the speed limit changed on US 40 in Perryville from 50 mph to 45 mph.

- I spoke with Mr. David Dodge of Smart Growth Land Management, who is working on behalf of Crouse Construction to bring closure to the Beacon Point and Court Yards at Olde Towne developments in Perryville. Mr. Dodge confirmed that Crouse has contracted with GW Stephens to complete the as-builds for both Beacon Point and Court Yards at Olde Towne. The as-builds are necessary for the Town to have before taking over the public infrastructure in those developments.
- David DiStefano of Sprint has been in contact with the contractor for the WDSI-05-06 project and with URS as the Construction Inspection and Review firm for the project. Apparently, Sprint is having some difficulty with the lack of space at the site and has requested a meeting, to be held on-site. Mr. Kevin Pampuch will be attending the meeting, which is scheduled for January 9th at 10:30 am.
- A meeting is scheduled for January 18th at 10 am in Bldg. 101 at the VA. The meeting is related to the public review of the VA's shoreline erosion project. I plan to attend the meeting on behalf of the Town to give comments on the project.

I would like to congratulate Mayor Eberhardt for earning his Academy for Excellence in Local Governance Certificate. To earn this certificate requires the taking of 9 Core Classes and 5 Elective Classes in issues related to local government, and generally takes 2 – 3 years to complete.

TREASURER'S REPORT-Peggy Rice

Ms. Rice read the bank balances for PNC, formerly Mercantile County Bank, the balance was \$618,153.95 for the MD Government Investment Pool the balance is \$3,596,345.17, for Bay First Bank it is \$692,780.05, for Bank First \$2,946.27 and for NBRS it is \$68,720.32, for a grand total of \$4,978,945.76.

Ms. Rice reported on the Financial Statement Summary for the month of November the MTD for the General Fund was at a deficit of (\$67,326.35) and a YTD surplus of \$1,117,833.92. The water fund MTD was a surplus of \$564,842.28 and a YTD surplus of \$291,622.17. The sewer fund MTD was a surplus of \$53,356.35 and a YTD deficit of \$(120,430.03).

Treasurer's Report
Town of Perryville, Maryland
January 8, 2008

For the Month of December, 2007:

- 142 purchase orders were processed totaling \$371,273.56
- 141 accounts payable checks were processed totaling \$422,059.79.
- Processed 300 cash receipts totaling \$771,341.13.
- Prepared the November 2007 month-end closing entries and financial reports.
- Prepared and distributed October 2007 monthly department expenditure reports.
- Prepared quarterly Inspection & Review fees billings to developers in the amount of \$17,146.53.
- Transferred payment to Greensburg Environmental Contracting Systems, Inc. in the amount of \$728,178.02 on December 14, 2007 for the Water Distribution System Improvements.
- Transferred payment to J.L.W. Associates, Inc. in the amount of \$489,756.58 on December 19, 2007 for the Water Treatment Plant.
- Processed Loan Payment Disbursement Requests 13, 14 and 15 to MDE totaling \$1,296,404.00.
- Received \$183,807.00 from MDE for Loan Payment Disbursement Request #11 dated 11/23/07.
- Received \$2,528,093.00 from MDE on January 4th, for Loan Payment Disbursement Requests No.'s 12 through 16. (Requests #12 and 13 were dated 11/15/07, #14 dated 12/11/07, #15 dated 12/14/07 and #16 dated 12/15/07)
- Received \$29,714.23 from Cecil County Treasurer's Office for FY08 Real Estate Tax revenues collected in November.
- Received IKEA property taxes in the amount of \$435,596.47.
- Began costing of advertisement for RFP for FY09 audit.
- Attended online training from the Government Finance Officer's Association on December 12, 2007 for "Best Practices in Accounting & Financial Reporting".

Mayor Eberhardt inquired if Bay First had become part of PNC.

Ms. Rice was not aware of them becoming PNC.

Commissioner Brown indicated that they are going to but it may not include all banks.

Mayor Eberhardt inquired if the \$435,000.00 received from IKEA was the proper amount after the State made their adjustment.

Ms. Rice stated that this was the correct amount with the adjustment.

POLICE DEPARTMENT REPORT

Juvenile Outreach Program- Chief Daly summarized portions of the report

They hired two new staff members to be part of the Juvenile Outreach Program.

12-24 Ms. Michelle and I delivered presents and Christmas Dinner to our family who we adopted for the holidays. Thank you to the staff at the Perryville Outlets for making very generous donations and giving this special family an unforgettable Christmas.

Miss Michelle had:
10- Individual sessions
5 Parent Meetings

Perryville Police Department Chiefs Report-

Monthly Police Report December 2007 Stats

MONTH	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT
CRIME										
ROBBERY	0	0	0	1		0	0	2	0	0
ASSAULT	2	2	2	4	5	4	2	4	6	2
BURGLARY	3	0	0	0	5	2	0	0	3	6
THEFT	6	9	11	6	8	12	9	9	9	18
AUTO THEFT	1	1	0			0	1	1	1	0
CDS	2	0	3		1	1	2	1	0	0

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DISORDERLY	21	8	15	14	19	26	45	15	25	12
MDOP	3	2	1	14	9	8	9	4	3	10
ADULT ARRESTS	4	6	12		7	4	10	8	4	5
JUV. ARRESTS	2	0	0	4	4	1	0	0	0	2
TRAFFIC CITATIONS	3	8	6	9	12	26	13	25	7	7
WARNINGS	12	14	17	10	14	15	21	11	13	13
SEROS PARKING VIOLATIONS	1	1	0	1	3	4	3	13	4	6
BOAT RAMP VIOLATIONS	4	0	0	1				0	2	0
	0	0	0	4				0	2	0
ACCIDENTS CALLS	4	4	7	2	4	3	15	7	9	17
	187	143	152	144	166	211	292	242	263	238

MONTH NOV DEC

CRIME

ROBBERY	0	1
ASSAULT	4	5
BURGLARY	1	4
THEFT	15	21
AUTO THEFT	2	1
CDS	0	1
DISORDERLY	12	17
MDOP	8	16
ADULT ARRESTS	4	6

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JUV. ARRESTS	2	1
TRAFFIC		
CITATIONS	28	10
WARNINGS	18	8
SEROS	13	8
PARKING VIOLATIONS	1	
BOAT RAMP VIOLATIONS	1	
ACCIDENTS	11	7
CALLS	218	277

Police Report-

12/12/07- Attended a meeting with Jack Bowman/ State Aid for Police Protection Fund.

FROM THE FLOOR

Evelyn Hansen, who resides at 531 Broad Street, was disturbed when she received the Town newsletter this month because the Fire Company was totally left out of thanking people for help with the Christmas Party. They have done a lot for this community and had also gone out and around Town with Santa Clause during the holidays and did not get acknowledged. Mrs. Hansen also wanted to point out that there is a lot next to Dunkin Donuts that is filled with water and about ready to spill over into the Dunkin Donuts parking lot. She also wanted to state that Dunkin Donuts only has one handicapped spot she thought there was supposed to be two.

Mary Jackson, who resides on Front Street, commented that she had brought up an issue regarding a place on Cherry Street that needed to be repaired and the kids play down in the hole. Ms. Jackson also said there is a problem with the storm drain on Roundhouse Drive and Front Street as well. Ms. Jackson does not want their street used as a play area for them to toss around a football and ride their skateboards.

Ms. Jackson asked what was going on at the Lift Station she noticed that the light was on last night and tonight.

Commissioner Tolbert commented that last night it went down to low level, meaning it pumped too much and he imagines that is what happened tonight as well.

Ms. Jackson read an excerpt from a meeting that the Town should have a copy of which stated that the odor control methods were discussed with the Town during the original design of the Lift Station. They eliminated the installation of it because of the initial high cost not being within the construction budget and the station location was considered remote yet we still smell it.

Mayor Eberhardt inquired when the date of that document was that she had.

Ms. Jackson stated that it was dated August 25, 1998.

Ms. Jackson commented that she and many of her neighbors are very disturbed over the condos that are being built across the street from them. Ms. Jackson inquired who presented the plans and if anybody ever visited the site. Ms. Jackson stated that it is going to be ridiculous there is going to be a garage and three stories on top of that. Ms. Jackson inquired if they were going to look like the ones at Owen's Landing.

Mrs. Hansen commented that it was going to be similar to Owen's Landing and that she was on the Planning and Zoning Board when it was approved and it is within the limits for approval.

Ms. Jackson commented that she does not feel this should have been allowed especially because of the height of it, it will be an eyesore blocking resident's views.

Mayor Eberhardt commented that they did go through the Planning and Zoning process and the height and use was permitted.

Ms. Jackson felt that they should have been notified when those meetings were planned so they could attend.

Ms. Breder stated that the Planning and Zoning meetings are the third Monday of each month when there is something on the agenda and they are open to the public.

Ms. Jackson indicated that if she was to ever sell her house that nobody would be interested in buying it with those huge condos being in front of the house.

OLD BUSINESS

Mayor Eberhardt asked for a motion for Resolution 2008-1 regarding the Personnel Policy.

MOTION was made by Commissioner Tennis and seconded by Commissioner Tolbert to approve Resolution 2008-1 regarding the Personnel Policy. **Four in favor; One Opposed** (Commissioner Brown): **motion carried.**

NEW BUSINESS

Abatement Requests were the next items on the agenda starting off with 5319 E. Pulaski Highway.

William Riddle, representing Sun Cleaners at 5319 E. Pulaski Highway, summarized the request made on behalf of his client. Mr. Riddle indicated that it would be scientifically and rationally impossible for his client to have used the amount of water that they were billed for in the first quarter of 2007. Mr. Riddle commented that Ms. Ackerman had the washing machine installed at that location in May of 2006 and had not had any billing problems until the 1st quarter of 2007. Mr. Riddle gave extreme examples of usage of the machine running 10 hours a day and 17 loads of wash, indicating that this would still not produce the usage of over 600,000 gallons of water that she was billed for. Mr. Riddle stated that she normally would do 4 to 6 loads a day. Mr. Riddle commented that if the machine was used that much you would have seen a difference in her electric and gas bills. Mr. Riddle referenced a letter dated August 13, 2007 that was sent to Ms. Ackerman by Cathy McCardell that set forth the water meter readings. In back tracking the previous meter readings the average in September, October and November was about 1,000 gallons a day. Mr. Riddle stated that although the Town had the meter tested and it was found to have been fine the Town had it replaced on June 13, 2007. After that time the average went back to 1,000 gallons a day so Mr. Riddle commented that the meter must not have been fine it was not scientifically possible for her machine to have used that much water without running it 24/7. Mr. Riddle asked for an abatement of anything over the average of 1,000 gallons a day. Mr. Riddle stated that her business did not change and this does not make sense.

Mrs. McCardell commented the Town contacted Gary Little, who works for Allied Machinery, the company that installed Ms. Ackerman's machines to find out the amount of water the machine would use per load. Mrs. McCardell commented that the boiler averaged 60 to 80 gallons a day. The washer has three rinse cycles at 125 to 150 gallons per load. The dry cleaning machine has two operations, 20 minute water cycle at 15 gallons per minute, 300 gallons per load. There is also a process to clean the machine

that is supposed to be done twice a week which takes an hour at 15 gallons a minute which would use 900 gallons in an hour.

Ms. Ackerman stated that she does not always have to do that twice a week it depends on how much the machines are run.

Mrs. McCardell commented that for just one load of laundry per day it would use 530 gallons of water and if you multiply it by 92 it would be 48,760 per quarter.

Mr. Riddle inquired if that was true then why had her gallons per day gone back to roughly 1,000 gallons a day after the new meter was installed.

Mrs. McCardell did not have an answer why that would be happening.

An employee of Ms. Ackerman indicated that they were not doing anything different that would cause the usage and bill to be so high.

Mrs. McCardell stated that she had Tommy Chapman, one of the Public Works Employees, go out to the location on several occasions to do several meter readings, we went through the process, installed a new meter, a plumber checked for leaks and had the meter tested in Harford County.

Mr. Riddle commented the problem is that when the new meter was installed it went back to about 1,000 gallons a day.

Mrs. McCardell commented that it was a combination of the old meter and the new meter to get the quarterly reading from when it was installed.

Mr. Riddle commented that there had to have been a malfunction with the old meter, there is no way she could have used 600,000 gallons, even your numbers do not add up to 600,000 gallons a quarter.

Mrs. McCardell commented that the figures she had given were only for one load a day.

Mayor Eberhardt inquired if she has a similar operation in other towns.

Ms. Ackerman has one in Northeast and Elkton although does not own the Elkton store, the one in Elkton's operation is similar to the one in Perryville.

Mayor Eberhardt inquired what the readings were prior to this problem.

Mr. Riddle commented that on 12/28/06 it was 51,580 gallons then on the next quarter it jumped to 613,380 on the next quarter. Then it jumped to about 322,000 gallons in the second quarter and the meter was replaced during that time with about three weeks left in the quarter. It then went back down to 83,000 gallons in the third quarter.

Commissioner Tolbert inquired what meter it was referring to in their packets that were tested.

Mrs. McCardell stated that it was the old meter that was installed when the complex was first built. The meter is calibrated prior to us buying them.

Commissioner Tolbert stated that this is correct and they come with a Certificate of Accuracy from the manufacturer. Commissioner Tolbert questioned the time lapse between the June 13th installation of the new meter and the testing of the old meter not occurring until September.

Mrs. McCardell explained that Ms. Ackerman had been in contact with various attorneys at the time and it was not until they received correspondence on August 16th from one of the attorney's; Mr. Thorton requesting testing of the original meter that it was sent out for testing.

Mr. Riddle commented that he is not here to dispute that the meter was tested and it tested fine at the times it was tested, he stressed that it could not have been working fine when these readings were taken from January through May of 07.

Commissioner Tolbert inquired when the machines were installed.

Mr. Riddle commented that they were installed in May of 2006.

Commissioner Tennis asked for clarification on what Mr. Riddle was asking for as far as his abatement request.

Mr. Riddle commented that based on previous readings he was looking for about 1,000 gallons a day for the quarterly billing.

Mayor Eberhardt commented that he does not feel that 1,000 gallons a day is a good figure either based on her usage in the similar operation.

Commissioner Tennis asked Mrs. McCardell what that would amount to based on 1,000 gallons a day to get an idea of the amount of abatement they are requesting.

Mrs. McCardell left the meeting room to get that information. After returning she stated that at 1,000 gallons a day and 92 days in the quarter it would be about \$996.00.

Mayor Eberhardt inquired what the water usage was in December of 2006.

Mrs. McCardell commented that it was 18,180.

Mayor Eberhardt inquired about whether the machines were operating then at only 18,000 gallons.

Ms. Ackerman stated they are very slow that time of year.

Mayor Eberhardt inquired when she became full service instead of a pick-up and drop off location.

Ms. Ackerman stated in May 2006.

Mrs. McCardell stated that in April, May and June of 2006 they had only used 3,830 gallons.

Commissioner Hansen inquired how many days they are open during the week.

An employee of Ms. Ackerman's indicated that it is 5 days a week from 7 a.m. until 4 p.m. as far as the machines, and from 4 p.m. until 7 p.m. people pick up what has been processed. On Saturdays it is for dropping off and picking up only, the machines are not run.

Mayor Eberhardt commented that he does not think that 1,000 gallons a day is a good figure or that 600,000 a quarter is a right number. Mayor Eberhardt commented that the similar operation in Elkton averages about 135,000 a quarter.

Mr. Riddle commented that if we were to abate it based on that amount they would probably accept that.

Commissioner Hansen believes that her usage would only be around 100,000 gallons, because they are only washing five days a week and working eight hour days, he stated that you surely should have seen higher electrical bills too which you did not.

MOTION was made by Commissioner Hansen to abate it to 100,000 gallons a quarter for the two quarters they are disputing.

Commissioner Brown commented that the way the policy is written you may give an abatement if a leak is found outside of the building. Commissioner Brown feels that the Town went above and beyond to find leaks and none were found. Commissioner Brown commented that she agrees that 600,000 is a lot of water but you have a Town full of people that are paying to process that water; she feels that the policy should either get changed or be followed.

Mayor Eberhardt commented that there is a motion on the floor and he did not hear a second on the motion.

Commissioner Tennis seconded Commissioner Hansen's motion to abate the two quarters being disputed to 100,000 gallons. **2 in favor, 3 opposed. Motion denied.**

MOTION was made by Mayor Eberhardt to add the two quarters in question together and dividing that in half to come up with a figure for an abatement which would be 467,000 gallons. Commissioner Brown seconded the motion with provisions that they are given no more abatements.

Mr. Riddle stated that they always have the right to ask for an abatement.

Commissioner Brown commented that if no leak is detected they do not have to issue an abatement and Mayor Eberhardt stated that it reads that they may issue an abatement, they do not have to.

Mrs. McCardell commented that the total combined usage for the two quarters is 936,430; therefore the abatements would be half of that which would be 468,215 gallons.

MOTION was made by Mayor Eberhardt to issue an abatement for 468,215 gallons for the two quarters in question. Commissioner Brown seconded the motion with provisions that they are given no more abatements. **3 in favor, 2 opposed (Comm. Tolbert & Comm. Hansen): Motion Carried.**

The next abatement request was for 1451 Clayton Street.

Ed Evans, who resides at 1451 Clayton Street with his wife, presented their request for an abatement on the recent water bill which was 900% over their normal bills. Mr. Evans had sent in a request for an abatement not quite aware of the criteria for receiving abatements. Mr. Evans had Mr. Butch Smythe there earlier to answer any questions that may arise concerning upgrades that he had done at their house but he got called away unexpectedly. Mr. Evans stated that previous quarters have been in the vicinity of 7,500 and 8,000 gallons, the quarter in question was for 73,550 gallons, which would be about nine tractor trailers full of pool water that we would have had to of used

in a quarter. We have since gotten a verbal confirmation that we are back on schedule for the most recent quarter. Mr. Evans does not know how long the meter has been in place, he is not aware of it being changed in the 26 years that he has lived there or that it has been tested. Mr. Evans indicated that there was an area in their house that was shut off during construction, he does not know if that could have played into a meter malfunction or not, he is not a plumber.

Mrs. Evans commented that they are asking for an abatement to put it in line with what their average usage is. Mrs. Evans stated that years ago when they had two teenage sons in the house the bill was never more than \$157 so this was a shock. Mrs. Evans indicated that if there would have been a leak it would have been in the third quarter when all of the plumbing was done upstairs and the water was turned on for the upstairs bathroom, we then had the plumber back at the end of September to replace the downstairs toilet which was taking two or three times to be flushed. The plumber replaced the piping in the crawlspace which is dirt and the basement is clay so if there was a leak it would have been detected. The upstairs plumbing was finished the end of June and the downstairs plumbing was redone by the end of September and she has a booklet of the invoices and stuff that we purchased and a sheet that shows the previous readings and the timeline of the work. There is no reasoning for them using 73,000 gallons of water in a three month period.

Mayor Eberhardt inquired if the 10,500 reading was a recent reading.

Mrs. McCardell stated that this reading was done today.

Mrs. Evans commented that the reason that this reading was higher then the first two quarters was because they did not have any water upstairs during portions of those times.

Commissioner Brown inquired if there would be any correlation of the same type of meters that we are having these problems with if they would be the same make or any similarities.

Commissioner Tolbert replied that that the brand is the same, by Neptune but believes that their area is probably the old style meters, not the original meters but possibly the second generation.

Commissioner Brown commented that earlier she had asked Commissioner Tolbert whether they were still replacing water meters throughout Town and he stated that they were. She lives in the vicinity of Clayton Street and knows that hers was changed a year or so ago, she wondered if theirs was older than hers. Commissioner

Brown commented that she would like to know if these meters were the same manufacturers, there may be some history on these meters.

Commissioner Tolbert commented that we use the same type of meters and specify to the developers to use that type for ease if they need to be swapped out.

Commissioner Brown commented that her meter was installed in the '60's and she did not get a new one until a couple of years ago so she is just wondering how old theirs is.

Mrs. McCardell commented that she is not aware of them having a new meter installed in the nine years that she has been here or it would have been in their file.

Mayor Eberhardt commented that the Cleaners reading was about eight times more than normal and this one is about nine times more than normal, different capacities but increased similar.

Commissioner Brown knows what her water bill runs she is not home much and cannot imagine two people living two yards away from her using that much water even if they watered their gardens all day.

Mr. Evans stated that they do not have a garden.

Commissioner Brown commented the point that she is trying to make is that she does have a garden and watered it last summer and her bills are in line for her usage.

Mrs. McCardell commented that the reading taken today lined up with the reading taken on November 19th after Mr. Evans had called and that reading lined up with the reading on October 2nd, their average is 8,430 gallons a quarter.

Mayor Eberhardt inquired what their request was for.

Mrs. Evans replied that it was to be taken back to what their average bill has been.

MOTION was made by Commissioner Tolbert and seconded by Commissioner Tennis to issue an abatement for the average usage of 8,430 gallons. **All in favor: Motion Carried.**

The next abatement request was for 741 Aiken Avenue.

Margaret Barrow, the owner of the property who rents it out commented that this abatement request reflects two quarters, third quarter billing and the upcoming billing cycle. Ms. Barrow commented that the meter reading came a month and a half after the

meter reading and she was unaware that she had a leak. The day after she discovered she had a leak she had someone there to repair the leak but 83,000 gallons was already used on this quarter.

Mayor Eberhardt inquired where the leak was.

Ms. Barrow commented that it was assumed from the toilet, although her plumber indicated he did not understand how that much loss could have occurred. Ms. Barrow feels that she meets the criteria stated in the Ordinance she is 300% over and above the average bills and is a responsible landlord. Ms. Barrow commented that her tenant that lives in this apartment lives alone and is 78 years old and hard of hearing and he does not use much water. She understands that they do not have to issue her an abatement; her one problem with meeting the criteria completely is that hers was not an outside leak and she does not understand why it has to be inside or outside. If it has something to do with somebody should have known it; her tenant had no clue and I only knew of it when I was notified that the reading was way out of line by a letter from the Town. Ms. Barrow indicated that the bills for the prior year were consistent at about 18,000 gallons or less and this bill went up to 75,000 gallons on the September bill and she is estimating 100,000 for this new bill because she has not gotten that reading yet.

Mayor Eberhardt commented that his understanding is the issue is with the October billing cycle in which the reading is 75,190 gallons; Mayor Eberhardt inquired where the 83,000 gallons came into play.

Mrs. McCardell indicated that on November 19th the Town reread the meter and an additional 83,830 gallons was used since the September 31st reading.

Mayor Eberhardt does not understand why she is here now and not the next quarter after the actual bill goes out.

Ms. Barrow did not want to have to come back again next month she wanted to get it taken care of all at one time.

Mrs. McCardell stated that she would probably have the reading by tomorrow or before the end of the week.

Mayor Eberhardt stated that they cannot give her any answers until they see the actual bill that she is going to receive for the next billing cycle and she does not necessarily have to come to the next meeting as long as they have her information.

Ms. Barrow commented that she still does not know why the billing cycle is about a month and a half behind each quarter. Ms. Barrow inquired if they are sent out of house to be processed.

Mrs. McCardell explained that she does the billing in house the reads and downloading take about a week to a week in a half then a report is printed. There are about 1480 accounts, about 70 pages of accounts to review. I will then send Public Works out to do missed reads or re-reads if necessary. If a reading appears a lot higher than normal then we will send out high usage letters. Ms. McCardell commented that the bills were sent out on November 9th.

Ms. Barrow commented that she did not receive her bill until November 17th; she actually received the high usage letter and did not have the bill yet. She commented that if Havre De Grace can get theirs out in two and a half weeks there should be a review done here, if you have a leak it will not eliminate it but at least you have a heads up that you have an issue instead of a month and a half later.

Mrs. McCardell commented that it depends on how theirs is done. Elkton does a billing each month breaking it up into sections; although each section is still billed quarterly but not at the same time.

Mrs. McCardell presented an abatement request for 524 Susquehanna Avenue which had a leaking toilet and she had explained to the owner it does not meet the requirements for an abatement. The owner had to replace the floor and the toilet he still wanted to pursue requesting an abatement.

MOTION was made by Commissioner Brown based on a precedence set to deny the request for an abatement because it did not meet the criteria.

Commissioner Tolbert commented that it leaked on the floor it did not get processed at the sewer plant.

Mrs. McCardell commented that he had a \$5,000 water bill and he had the receipts that showed the repair work and the new floor that he had to put in.

Commissioner Tennis had talked to the Chief about this apartment building and that is where the homicide was this past summer and part of the building was closed off for close to six weeks which could have affected his knowledge of the water leaks if it was the apartment in discussion.

Commissioner Tolbert stated that a toilet leaking and constantly running, water coming into the toilet tank, going through the overflow, down the drain and through the

collection system, through the plant is being processed. If it leaks out around the toilet onto the floor and ruins the floor it did not go through the collection system and out to the sewer plant, therefore we did not treat that. It did go through the meter they should be billed for that, he feels the sewer portion should be abated and that the owner showed proof that he made the repairs.

MOTION was made by Commissioner Tolbert and seconded by Commissioner Tennis to issue an abatement for 50% of the sewer bill for 524 Susquehanna Avenue. **All in favor: Motion Carried.**

Mrs. McCardell presented the request for 514 Lighthouse Road whose meter is located in their house in their basement. Mrs. McCardell commented that they had a leaking toilet and had it repaired but did not submit receipts for the repair.

MOTION was made by Commissioner Brown and seconded by Commissioner Tolbert to deny the request for an abatement of 514 Lighthouse Road since they did not produce a receipt. **All in favor: Motion Carried.**

MOTION was made by Commissioner Brown and seconded by Commissioner Tennis to adjourn the January 8th, 2008 Town Meeting at 10:05 p.m. **All in favor; motion carried.**

Respectfully submitted,

Jackie Sample,
Town Clerk

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