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MINUTES
VERNON TOWN COUNCIL REGULAR MEETING
TOWN HALL - 14 PARK PLACE - 3rd Floor
VERNON, CONNECTICUT

August 20, 2013 - 7:30pm

Mayor George Apel called the meeting to order at 7:30 PM

A) PLEDGE OF ALLEGIANCE:

B) ROLL CALL:
Present: Council Members Bill Campbell, Virginia Gingras, Julie Clay, John Kopec, Brian Motola, Thomasina Russell, Daniel Sullivan, Adam Weissberger, and Michael Winkler
Absent: Council Member Thomas DiDio, Marie Herbst, and Steven Peterson
Entered During Meeting:
Also Present: Mayor George Apel, Town Administrator John Ward, Recording Secretary Danielle Forand

C) CITIZEN'S FORUM

Bill Graugard, 54 Lake Street, spoke about his concern for the delay in repair of Ladder trucks.

RECESS: 7:35pm
RECONVEYNED: 7:55pm

Lance Chernack, 50 Cubles Drive, spoke in reference to his concerns regarding the safety of the Amerbelle building.

Eddy Chernack, 50 Cubles Drive, spoke in reference to her concerns regarding the safety of the Amerbelle building.

Michael Winkler, 20 Gottier Drive, spoke in reference to his concerns regarding the Amerbelle building.

Citizen's forum closed at 8:05 PM

D.) EXECUTIVE SESSION

Council Member Motola, seconded by Council Member Weissberger made the following motion to go into executive session.

Executive Session #1

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES § 1-200(6) (B), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS TAX APPEAL SETTLEMENT CV-13-6006716S, CAPTIONED *"CARR VS. TOWN OF VERNON ET AL,"* AND INVITES JOHN D. WARD, TOWN ADMINISTRATOR; MARTIN BURKE,

TOWN ATTORNEY AND DAVID WHEELER, TOWN ASSESSOR TO ATTEND.

Council Member Motola, seconded by Council Member Weissberger made the following motion:

"To authorize the Town Attorney to settle a tax appeal

1) CV-13-6006716S, captioned "CARR vs. Town of Vernon et al," for taxes on the Grand List of October 1, 2012 for the assessed value of $119,000 or the 100% fair market value of $170,000 and to adjust assessment and tax bill on the January 2014 bill for the 2012 Grand List.

2) The property address is commonly known as 83 ½ Grand Avenue, Map 22, Block 0062 Lot 0019A.

Motion carried unanimously.

Executive Session #2

THE TOWN COUNCIL, PURSUANT TO THE AUTHORITY GIVEN IN CONNECTICUT GENERAL STATUTES § 1-200 (6) (C), HEREBY MOVES TO GO INTO EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION RELATIVE TO THE PROPERTY KNOWN AS ***AMERBELLE*** AND INVITES JOHN D. WARD, TOWN ADMINISTRATOR TO ATTEND.

Council Member Motola, seconded by Council Member Weissberger made the following motion:

Resolved, The Town Council hereby approves fiscal year 2013-2014 budget amendment request #1 for an additional appropriation in the amount of $75,000.00 to support the costs of security enhancements at the Amerbelle Mill complex.

Motion carried with 6 in favor and 3 opposing.

E.) PUBLIC HEARING

PUBLIC HEARING #2

PUBLIC HEARING TO RECEIVE COMMENTS AND QUESTIONS REGARDING AN ORDINANCE AMENDMENT TO ***"AN ORDINANCE NUMBER 242 AN ORDINANCE CREATING THE BOLTON LAKES REGIONAL WATER POLLUTION CONTROL AUTHORITY."***

IV. Jurisdiction

"To add a property to the District requires approvals by the BLRWPCA, the Town of Bolton and the Town of Vernon. Procedurally, the BLRWPCA must first adopt a resolution by a majority vote of the entire Board of Directors of the BLRWPCA to add such property to the District. Within 30 days of the BLRWPCA's adoption, the resolution shall be sent to the Town Of Vernon Town Council and Town of Bolton Board of Selectmen for consideration by each Town. The Town of

Vernon Town Council and Town of Bolton Board of Selectmen must both adopt a resolution to add such property to the district within 60 days from receipt of the resolution from the BLRWPCA. Lack of action by a Town shall be considered approval. If either Town denies the addition of the property to the District, the property shall not be added. Each Town can establish its own internal procedure for consideration of adding a property but the Vernon Town Council and Bolton Board of Selectmen must approve for the property to be added."

The Public Hearing closed at 7:55PM

SPECIAL TOWN MEETING

F.) PRESENTATIONS BY THE ADMINISTRATION

Mayor George F. Apel to make a presentation to the Town Council on various topics.

G.) ACTION ON CONSENT AGENDA

Council Member Motola, seconded by Council Member Weissberger made a motion to approve consent agenda items as presented. Motion carried unanimously.

C 1. **Request for Tax Refunds for Prior and Current Year.** (A copy of a memorandum from Terry Hjarne, Collector of Revenue, to John D. Ward, Town Administrator dated August 12, 2013 is included in the Council packet.)

PROPOSED MOTION:

THE TOWN COUNCIL HEREBY APPROVES SIX (6) OVERPAYMENTS FOR PRIOR YEAR TAXES IN THE AMOUNT OF $1096.32 AND THIRTY-FOUR OVERPAYMENTS FOR CURRENT YEAR TAXES IN THE AMOUNT OF $ 3427.76 AS OUTLINED IN THE MEMORANDUM FROM TERRY HJARNE, COLLECTOR OF REVENUE TO JOHN D. WARD, TOWN ADMINISTRATOR DATED AUGUST 12, 2013.

C 2. **Request the Town Council approve budget amendment #74-80 for fiscal year 2012-2013 as provided by Finance Officer James Luddecke on the budget amendment forms attached to this agenda.**

PROPOSED MOTION:
THE TOWN COUNCIL HEREBY APPROVES BUDGET AMENDMENT REQUESTS #74-80 FOR FISCAL YEAR 2012-2013 AS OUTLINED IN THE BUDGET AMENDMENT FORMS PROVIDED BY FINANCE OFFICER, JAMES M. LUDDECKE.

C 3. **Request the Town Council authorize the liquidation and re-appropriation of fiscal year 2011-2012 encumbrances.** (See memorandum from James Luddecke, Finance Officer and Treasurer dated August 9, 2013 relative to same.)

PROPOSED MOTION:
RESOLVED, THAT THE TOWN COUNCIL AUTHORIZES THE LIQUIDATION AND RE-APPROPRIATION OF FISCAL YEAR 2011-2012 ENCUMBRANCES IN THE AMOUNT OF $189,394.89 TO THE FISCAL YEAR 2012-2013 BUDGET AS DETAILED IN THE ATTACHED TABLE.

C 4. **Request the Town Council approve Mayor George F. Apel's appointment of Linda Gessay (D), of 6 Lewis Street, Vernon, Connecticut as a regular member of the Board of Ethics, said term to commence on August 21, 2013 and expires November 30, 2013.** (A copy of Ms. Gessay's resume is included for Council review. It should be noted that Ms. Gessay, previously an alternate, will be completing the term of David Herrmann who is being term limited off the Commission.)

PROPOSED MOTION:
PURSUANT TO ORDINANCE # 173, TOWN CODE SEC. 2-91 - 2-98; THE TOWN COUNCIL HEREBY APPROVES MAYOR GEORGE F. APEL'S APPOINTMENT OF LINDA GESSAY, (D), 6 LEWIS STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE BOARD OF ETHICS, SAID NEW TERM TO COMMENCE ON AUGUST 21, 2013 AND ENDS ON NOVEMBER 30, 2013.

C 5. **Request the Town Council approve Mayor George F. Apel's appointment of Lois-Jane Cratty Tonski, (D), 36 Hale Street, Ext., Vernon, Connecticut as a regular member of the Vernon Cemetery Commission, said term to commence on August 21, 2013 and expires on June 30, 2016.** (A copy of Ms. Tonski's resume is included for Council review.)

PROPOSED MOTION:
PURSUANT TO C.G.S. §19A-296; CHARTER CHAPTER VIII, SECTION 10, THE TOWN COUNCIL APPROVES MAYOR GEORGE F. APEL'S APPOINTMENT OF LOIS-JANE CRATTY TONSKI, (D), 36 HALE STREET EXT., VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CEMETERY COMMISSION, SAID TERM TO COMMENCE ON AUGUST 21, 2013 AND EXPIRES ON JUNE 30, 2016.

C 6. **Request the Town Council approve Mayor George F. Apel's reappointment of Paul Jonas, Jr., (U), 27 Quarry Drive, Vernon, Connecticut as a regular member of the Risk Management Advisory Committee, said term to commence on September 1, 2013 and expires on August 30, 2016.** (A copy of Mr. Jonas' resume is included for Council review.)

PROPOSED MOTION
PURSUANT TO THE TOWN COUNCIL RESOLUTION DATED NOVEMBER 18, 1986 AND TOWN CHARTER CHAPTER XV, SECTION 3, THE TOWN COUNCIL APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF PAUL JONAS JR., (U), 27 QUARRY DRIVE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE RISK MANAGEMENT ADVISORY COMMITTEE, SAID TERM TO COMMENCE ON SEPTEMBER 1, 2013 AND EXPIRES AUGUST 30, 2016.

C 7. **Request the Town Council approve Mayor George F. Apel's appointment of Stuart I. Edwards, (U), 19 Tolland Avenue, Vernon, Connecticut as a regular member of the Cemetery Commission, said term to commence on August 21, 2013 and expires June 30, 2016.** (A copy of Mr. Edwards' resume is included for Council review.)

PROPOSED MOTION:
PURSUANT TO C.G.S. §19A-296; CHARTER CHAPTER VIII, SECTION 10, THE TOWN COUNCIL APPROVES THE APPOINTMENT OF STUARD I. EDWARDS, (U), 19 TOLLAND AVENUE, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE CEMETERY COMMISSION, SAID TERM TO COMMENCE ON AUGUST 21, 2013 AND EXPIRES ON JUNE 30, 2016.

C 8. **Request the Town Council approve Mayor George F. Apel's appointment of Carole A. Slattery, (R), 35 Wilson Lane, Vernon, Conneticut as a regular member of the Senior Citizen's Advisory Committee, said term to commence August 21, 2013 and expires June 30, 2016.** (A copy of Ms. Slattery's resume is included for Council review. Ms. Slattery is completing the unexpired term of David Alter.)

PROPOSED MOTION:
PURSUANT TO VERNON'S CHARTER CHAP. XV, SEC. 3; EST. 03-02-1982, THE TOWN COUNCIL APPROVES THE MAYOR'S APPOINTMENT OF CAROLE A. SLATTERY, (R), 35 WILSON LANE, VERNON, CONNECTICUT AS A MEMBER OF THE SENIOR CITIZEN'S ADVISORY COMMITTEE, SAID TERM TO BEGIN ON

AUGUST 21, 2013 AND EXPIRE ON JUNE 30, 2016.

C 9. **Request the Town Council approve Mayor George F. Apel's appointment of William T. Tyler, Sr., (U), One Half Fox Hill Drive, Vernon, Connecticut, as a regular member of the Senior Citizen's Advisory Committee, said term to commence on August 21, 2013 and expires on June 30, 2016.** (A copy of Mr. Tyler's resume is included for Council review. Mr. Tyler will be completing the unexpired term of Mr. Probulis.)

PROPOSED MOTION:
PURSUANT TO VERNON'S CHARTER CHAP. XV, SEC. 3; EST. 03-02-1982, THE TOWN COUNCIL APPROVES THE MAYOR'S APPOINTMENT OF WILLIAM T. TYLER, SR., (U), ONE HALF FOX HILL DRIVE, VERNON, CONNECTICUT AS A MEMBER OF THE SENIOR CITIZEN'S ADVISORY COMMITTEE, SAID TERM TO BEGIN ON AUGUST 21, 2013 AND EXPIRE ON JUNE 30, 2016.

C 10. **Request the Town Council approve Mayor George F. Apel's reappointment of Robert B. Hurd, (R), 7 Rheel Street, Vernon, Connecticut as a regular member of the Historic Properties Commission, said appointment to commence on May 8, 2013 and expires May 7, 2018.** (A copy of Mr. Hurd's resume is included for Council review. This motion corrects a previous appointment on the May 7, 2013 agenda. The re-appointment should be five years not three as originally approved.)

PROPOSED MOTION
PURSUANT TO ORDINANCE NO. 185 (TOWN CODE SEC. 2-122) THE TOWN COUNCIL HEREBY APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF ROBERT B. HURD, (R), 7 RHEEL STREET, VERNON, CONNECTICUT AS A REGULAR MEMBER OF THE HISTORIC PROPERTIES COMMISSION FOR A TERM TO COMMENCE ON MAY 8, 2013 AND END ON MAY 7, 2018

C 11. **Request the Town Council approve Mayor George F. Apel's reappointment of Pauline A. Schaefer, (D), 1A Fox Hill Drive, Vernon, Connecticut, as a regular member of the Senior Citizen's Advisory Committee, said term to commence on August 21, 2013**

and expires June 30, 2016. (A copy of Ms. Schaefer's resume is included for Council review.)

PROPOSED MOTION:
PURSUANT TO VERNON'S CHARTER CHAP. XV, SEC. 3; EST. 03-02-1982, THE TOWN COUNCIL APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF PAULINE A. SCHAEFER, (D), 1A FOX HILL DRIVE, VERNON, CONNECTICUT AS A MEMBER OF THE SENIOR CITIZEN'S ADVISORY COMMITTEE, SAID TERM TO BEGIN ON AUGUST 21, 2013 AND EXPIRE ON JUNE 30, 2016.

C 12. Request the Town Council approve Mayor George F. Apel's appointment of Richard A. Levitsky, (R), 10 Oakmoor Drive, Vernon, Connecticut as a regular member of the Senior Citizen's Advisory Committee, said term to commence on August 21, 2013 and expires June 30, 2015. (A copy of Mr. Levitsky's resume is included for Council review. Mr. Levitsky is completing the unexpired term of Carol Nelson.)

PROPOSED MOTION:
PURSUANT TO VERNON'S CHARTER CHAP. XV, SEC. 3; EST. 03-02-1982, THE TOWN COUNCIL APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF RICHARD A. LEVITSKY, (R), 10 OAKMOOR DRIVE, VERNON, CONNECTICUT AS A MEMBER OF THE SENIOR CITIZEN'S ADVISORY COMMITTEE, SAID TERM TO BEGIN ON AUGUST 21, 2013 AND EXPIRE ON JUNE 30, 2015.

C 13. Request the Town Council approve Mayor George F. Apel's appointment of Patricia North Iamonaco, (D), 8 Werner Drive, Vernon, Connecticut as a regular member of the Senior Citizen's Advisory Committee, said term to commence on August 21, 2013 and expires June 30, 2016 .(A copy of Ms. Iamonaco's resume is included for Council review.)

PROPOSED MOTION:
PURSUANT TO VERNON'S CHARTER CHAP. XV, SEC. 3; EST. 03-02-1982, THE TOWN COUNCIL APPROVES MAYOR GEORGE F. APEL'S REAPPOINTMENT OF PATRICIA NORTH IAMONACO, (D), 8 WERNER DRIVE, VERNON, CONNECTICUT AS A MEMBER OF THE SENIOR CITIZEN'S ADVISORY COMMITTEE, SAID TERM TO BEGIN ON AUGUST 21, 2013 AND EXPIRE ON JUNE 30, 2016.

C 14. Request the Town Council approve Mayor George F. Apel's appointment of Jane LaMorte, (D), 94 West Street, #82, Vernon,

Connecticut as a regular member of the Water Pollution Control Authority, said term to commence on August 21, 2013 and expires December 31, 2013. (A copy of Ms. LaMorte's resume is included for Council review. Ms. LaMorte is completing the unexpired term of Mr. Leavitt who has resigned.)

PROPOSED MOTION:
PURSUANT TO CHARTER CHAPTER VIII, SEC. 3; AND CHARTER CHAPTER XII, SEC. 4, THE TOWN COUNCIL HEREBY APPROVES THE MAYOR GEORGE F. APEL'S APPOINTMENT OF JANE LAMORTE, (D), 94 WEST STREET, #82, VERNON, CONNECTICUT, AS A REGULAR MEMBER OF THE WATER POLLUTION CONTROL AUTHORITY, SAID APPOINTMENT TO COMMENCE ON AUGUST 21, 2013 AND EXPIRES DECEMBER 31, 2013.

C 15. Request the Town Council authorize the Resolution regarding Cooperative Purchasing Arrangement. (A memorandum from Town Administrator John D. Ward, dated August 14, 2013 is included for Council Review.)

PROPOSED MOTION
THE TOWN COUNCIL, HEREBY RESOLVES IN ACCORDANCE WITH CHAPTER TWELVE (XII) SECTION NINE (9) OF THE TOWN CHARTER, THAT IT IS IN THE BEST INTEREST OF THE TOWN TO: (1) WAIVE THE TRADITIONAL SEALED BID REQUIREMENTS FOR THE PURCHASE OF MATERIALS, SUPPLIES, EQUIPMENT AND SERVICES UNDER THE COOPERATIVE PURCHASING WITH OTHER GOVERNMENTAL UNITS, COOPERATIVES, COUNCILS OR BOARDS OF EDUCATION FOR THE DURATION OF TWENTY FOUR MONTHS, FROM SEPTEMBER 8, 2013 TO SEPTEMBER 7, 2015; AND (2) AUTHORIZE THE TOWN ADMINISTRATOR AS THE MAYOR'S DESIGNEE TO EXECUTE ON BEHALF OF THE TOWN OF VERNON ANY INSTRUMENT(S) TO THAT EFFECT.

H.) **DISCUSSION OF PULLED CONSENT AGENDA ITEMS**
None.

I.) **PENDING BUSINESS**

1. **Discussion relative to monthly update from Finance Officer James M. Luddecke relative to Revenue and Expenditures for FY 2013-2014 as of July 31, 2013.**

NO PROPOSED MOTION

J.) **NEW BUSINESS**

1. **Request the Town Council approve the Job Descriptions for Senior Revenue Clerk, Accountant-Procurement; Administrative Secretary and Refuse and Recycling General Duties Employee as recommended by Assistant Town Administrator Dawn Maselek.** (A copy of the job descriptions are included for Council review.)

PROPOSED MOTION:
THE TOWN COUNCIL CONSISTENT WITH THE TOWN OF VERNON PERSONNEL RULES AND REGULATIONS, SECTION 4.1(B) ENTITLED "JOB DESCRIPTIONS", HEREBY ADOPTS THE JOB DESCRIPTIONS OF ***SENIOR REVENUE CLERK***; ***ACCOUNTANT-PROCUREMENT***; ***ADMINISTRATIVE SECRETARY*** AND ***REFUSE AND RECYCLING GENERAL DUTIES EMPLOYEE*** AS PRESENTED.

Council Member Motola, seconded by Council Member Weissberger made a motion to approve the job descriptions of Senior Revenue Clerk, Accountant-Procurement, Administrative Secretary, and Refuse and Recycling General Duties Employee.

Assistant Town Administrator, Dawn Maselek was present.

Motion carried unanimously.

2. **Request the Town Council authorize the MOA and resolution for the FFY 2011 Homeland Security Grant Funding.**

PROPOSED RESOLUTION:

RESOLVED, THAT THE TOWN COUNCIL OF THE TOWN OF VERNON MAY ENTER INTO WITH AND DELIVER TO THE STATE OF CONNECTICUT DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY ANY AND ALL DOCUMENTS WHICH IT DEEMS TO BE NECESSARY OR APPROPRIATE; AND

FURTHER RESOLVED, THAT GEORGE F. APEL, MAYOR OF THE TOWN OF VERNON, IS AUTHORIZED AND DIRECTED TO

EXECUTE AND DELIVER ANY AND ALL DOCUMENTS ON BEHALF OF THE TOWN OF VERNON AND TO DO AND PERFORM ALL ACTS AND THINGS WHICH HE DEEMS TO BE NECESSARY OR APPROPRIATE TO CARRY OUT THE TERMS OF SUCH DOCUMENTS, INCLUDING, BUT NOT LIMITED TO, EXECUTING AND DELIVERING ALL AGREEMENTS AND DOCUMENTS CONTEMPLATED BY SUCH DOCUMENTS.

Council Member Motola, seconded by Council Member Weissberger made a motion to authorize the MOA and resolution for the FFY 2011 Homeland Security Grant Funding.

Emergency Management Director, Mike Purcaro was present. Discussion took place.

Council Member Winkler, seconded by Council Member Russell made a motion to amend the heading to the proposed resolution:

RESOLVED, THAT THE TOWN COUNCIL OF THE TOWN OF VERNON MAY ENTER INTO WITH AND DELIVER TO THE STATE OF CONNECTICUT DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY THE MOA FOR THE FY 2011 HOMELAND SECURITY GRANT INCLUDING ANY AND ALL DOCUMENTS WHICH IT DEEMS TO BE NECESSARY OR APPROPRIATE; AND

FURTHER RESOLVED, THAT GEORGE F. APEL, MAYOR OF THE TOWN OF VERNON, IS AUTHORIZED AND DIRECTED TO EXECUTE AND DELIVER ANY AND ALL DOCUMENTS ON BEHALF OF THE TOWN OF VERNON AND TO DO AND PERFORM ALL ACTS AND THINGS WHICH HE DEEMS TO BE NECESSARY OR APPROPRIATE TO CARRY OUT THE TERMS OF SUCH DOCUMENTS, INCLUDING, BUT NOT LIMITED TO, EXECUTING AND DELIVERING ALL AGREEMENTS AND DOCUMENTS CONTEMPLATED BY SUCH DOCUMENTS

Motion carried unanimously.

K.) **INTRODUCTION OF ORDINANCES**
None.

L.) **ACTION ON ORDINANCES PREVIOUSLY PRESENTED**

AMENDMENT to an ordinance entitled ***"ORDINANCE NO. 242 AN ORDINANCE CREATING THE BOLTON LAKES REGIONAL WATER POLLUTION CONTROL AUTHORITY."***

Council Member Motola, seconded by Council Member Weissberger made a motion to amend " Ordinance No. 242 an ordinance creating the Bolton Lakes Regional Water Pollution Control Authority."

Motion carried unanimously.

M.) **IDENTIFICATION/ADOPTION OF ADDITIONAL AGENDA ITEMS**
None.

N.) **DISCUSSION OF ADDITIONAL ITEMS AND INFORMATIONAL ITEMS**
None.

O.) **ADOPTION OF MINUTES**

Council Member Motola, seconded by Council Member Weissberger made a motion to waive the reading of and approve the minutes of the July 16, 2013 regular Town Council meeting. Motion failed.

P.) **INFORMATIONAL ITEMS**

1. Monthly Activity Report – June, 2013 Building, as submitted by Harry Dan Boyko, Building Official.

2. Monthly Activity Report – May, 2013 Building, as submitted by Harry Dan Boyko, Building Official.

3. Monthly Report – June, 2013 – Town Clerk, as submitted by Bernice K. Dixon, Town Clerk.

4. Monthly Report – July, 2013 – Town Clerk, as submitted by Bernice K. Dixon, Town Clerk.

5. Monthly Report – June, 2013 – Police Department, as submitted by Stephen M. Clark, Captain.

6. Monthly Report – June, 2013 – EMS, as submitted by Jean Gauthier, EMS Coordinator.

7. Memorandum from Mayor George F. Apel to the Vernon Town Council dated March 12, 2013 relative to Maintenance of Parks and Recreational Buildings.

8. *2013 Monthly Results from CCM* – Prescription Discount Card Program for May and June, 2013.

9. Board of Education Year to Date Report – for Fiscal Year 2013-2014 as submitted by Michael Purcaro, Business Manager.

10. Award Letter – Small Cities Grant #SC1314601 $400,000.00 for Housing Rehabilitation Program.

11. Monthly Report – July, 2013 – EMS as submitted by Jean Gauthier, EMS Coordinator.

Council Member Gingras, seconded by Council Member Clay made a motion to adjourn. Motion carried unanimously.

Received:

Approved:

Respectfully Submitted,

Danielle Forand
Recording Secretary