

**MINUTES - REGULAR MEETING
BOONE TOWN COUNCIL
OCTOBER 18, 2011**

A regular meeting of the Boone Town Council was called to order at 6:30 p.m., Tuesday, October 18, 2011 in the Council Chambers, 1500 Blowing Rock Road. Mayor Loretta Clawson presided. Council members present were Mayor Pro-Tem Lynne Mason, Andy Ball, Jamie Leigh, Rennie Brantz, and Stephen Phillips. Town Attorney Sam Furgiuele was also present. Staff members present were Town Manager Greg Young, Deputy Town Clerk Kim Brown, Assistant to the Manager Jim Byrne, Finance Director Amy Davis, Police Chief Dana Crawford, Planning and Inspections Director Bill Bailey, Urban Design Specialist Brian Johnson, Fire Chief Jimmy Isaacs, Public Works Director Blake Brown, Public Utilities Director Rick Miller, Human Resources Director Peri Moretz, and Downtown Development Coordinator Pilar Fotta.

ANNOUNCEMENTS

Mayor Clawson observed a moment of silence for the passing of Gail Fannon, Assistant District Attorney for Watauga County and member of the community.

Mayor Clawson announced that any persons wishing to address the Council on a non-agenda item should sign in to speak during the Public Comment period.

TENTATIVE AGENDA ADOPTION

Town Manager Greg Young presented the following changes to the agenda:

1. Request from Mayor Pro-Tem Mason to move Closed Session to tonight's meeting.
2. Addition of Item 8.P. - Scheduling of Special Meeting to discuss the Noise Ordinance.
3. Addition to Closed Session - Legal Advice - Regarding Lawsuit against Town.

On a motion by Council member Brantz, seconded by Council member Ball, Council moved to adopt the agenda as amended.

VOTE: Aye - All
Nay - None

CONSENT AGENDA ADOPTION

On a motion by Council member Brantz, seconded by Council member Mason, Council moved to adopt the following consent agenda items:

Minutes: September 12, 2011 - Special Meeting.
 September 15, 2011 - Special Meeting.
 September 20/22, 2011 - Regular Meeting.
 September 26, 2011 - Special Meeting.

PUBLIC COMMENT

There was no one signed up to speak during the public comment period.

PUBLIC HEARING - HELEN WINKLER YOUNT ANNEXATION

Mayor Clawson opened a public hearing at 6:32 p.m. to hear public comment on the proposed Helen Winkler Yount annexation request. Planning Director Bill Bailey explained that the request is for the voluntary annexation of two portions of two parcels of land located off NC Highway 105, High School Drive, and Temple Drive (Watauga County PINs 2900-91-4847-000 and 2900-92-5257-000). With no public comment, Mayor Clawson closed the public hearing at 6:33 p.m.

Before deliberating on the quasi-judicial request, Town Attorney Sam Furgiuele questioned the members of the Council on whether or not they had contact with the applicant regarding the

request. All Council members stated that they had not had any significant contact with any persons associated with this request.

HEARING/APPEAL (QUASI-JUDICIAL) - JOSEPH C. DELK, III

Town Attorney Sam Furgiuele opened a public hearing at 6:35 p.m. to hear sworn testimony regarding a Notice of Appeal for two violations issued by the Town of Boone Building Inspector regarding property located at 784 Blowing Rock Road. Mr. Delk stated that the property has remained secured as required by the Council beginning shortly after the initial hearing in July. He stated that the property owner is requesting a continuance of this hearing to allow for more time to plan the redevelopment of the property. He stated that the property owner will also periodically update the Council regarding the status of the redevelopment of the property. Boone Building Inspector Todd Miller, being duly sworn, stated that he has recently inspected the fence and that it remains secured. He also stated that the Police Department has not received any complaints regarding the property. Planning Director Bill Bailey, being duly sworn, stated that the property owner has remained in contact with the Planning Department regarding the status of this property. Upon a motion by Council member Mason, seconded by Council member Brantz, the Council moved to grant a continuance for this case for six months based on the previous conditions which include that the property be secured, that any activity lodging activities on the property be discontinued, and that the fence remain secure around the property; there was an additional condition that upon periodic inspection by the Town, if the property does not remain secure, the Planning Staff can put this matter on the Council's agenda for consideration.

VOTE: Aye - All
Nay - None

Town Attorney Sam Furgiuele closed the public hearing for this case at 6:52 p.m.

ADOPTION OF ORDINANCE - INITIATE LEGAL ACTION AGAINST ADR CAPITAL MANAGEMENT

Town Attorney Sam Furgiuele explained that the proposed ordinance is to authorize the initiation of legal action to collect penalties regarding the stormwater facility behind McDonald's Restaurant on property owned by ADR Capital Management. He stated that the construction necessary to rectify the problem has been completed and the Town has received an engineer's certification for the project. Mr. Furgiuele noted that the amount of penalties accrued is \$37,600.00. Joe Delk, attorney for ADR Capital Management, requested that the Council allow his client to present information regarding the situation and the amount of penalties for this matter prior to the initiation of legal action. Upon a motion by Council member Brantz, seconded by Council member Mason, Council moved to adopt the following ordinance, with an effective date 30 days from the date of October 18, 2011.

ORDINANCE # 11-03

WHEREAS, the Town of Boone has duly adopted a Unified Development Ordinance, (hereinafter, the "UDO"); and

WHEREAS, the UDO regulates the construction and maintenance of certain stormwater facilities within the Town of Boone and its planning jurisdiction; and

WHEREAS, following a July 21, 2010 inspection by personnel from the Planning & Inspections Department of the Town of Boone (hereafter, "P & I") of stormwater facilities located within the Town's corporate limits on property situated between U.S. 321 and Faculty Street in Boone, North Carolina, identified by Watauga PIN 2910-14-7495-000 and Watauga PIN 2910-14-8386-000, and owned by ADR Capital Management, Inc., a North Carolina business corporation (hereafter, "ADR Capital"), by letter dated August 10, 2010, staff notified ADR Capital, through its president and registered agent for service of process, Ashok Patel, that said stormwater facilities were damaged, were not functioning as intended, constituted a safety issue and were in need of immediate repair; and

WHEREAS, in said letter dated August 10, 2010, ADR Capital was asked to avoid further enforcement action by notifying P & I within ten calendar days what measures would be taken to repair the stormwater facilities; and

WHEREAS, ADR Capital did, in fact, contact P & I within the ten days afforded and described the repairs which it intended to make; and

WHEREAS, by letter dated August 25, 2010, P & I issued a Notice of Violation to ADR Capital confirming that the stormwater facilities, in their dilapidated and damaged condition, violated UDO §§ 315[a][2], 316[c][8] and 316[k][1], but that based upon the representations of ADR Capital, no penalties would be imposed for a period of thirty days from ADR Capital's receipt of the Notice of Violation, the maximum time allowed under UDO § 131[d] to correct a violation of the UDO, in order to give ADR Capital the opportunity to make the needed repairs and corrections and avoid the imposition of penalties; and

WHEREAS, said letter, which was received by ADR Capital on August 30, 2010, imposed a penalty of one hundred dollar (\$100.00) per day thereafter if the violations were not corrected within thirty days of ADR Capital's receipt of the Notice of Violation, September 29, 2010; and

WHEREAS, ADR Capital filed no appeal of the Town's decision regarding the existence of violations or the amount or appropriateness of the penalties to the Town of Boone Board of Adjustment, and the time to do so has expired; and

WHEREAS, although ADR Capital finally submitted plans to correct the dilapidated and damaged facilities and obtained a zoning permit to make the needed corrections and repairs on March 15, 2011, it did not complete the required repairs and submit required certifications confirming that the repaired facilities are now structurally sound until October 11, 2011; and

WHEREAS, the one hundred dollar (\$100.00) per day penalty was in effect from September 30, 2010 through October 11, 2011, but no payment of penalties has been made by ADR Capital, and those penalties total thirty-seven thousand, six hundred dollars (\$37,600.00); and

WHEREAS, the Town of Boone is authorized pursuant to N.C. Gen. Stat. §§160A-365 and 160-175 to initiate a civil action to collect civil penalties which have been imposed; and

WHEREAS, the UDO Section 132 authorizes a civil action for this same purpose;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BOONE, NORTH CAROLINA, AS FOLLOWS:

1. ADR Capital Management, Inc., a North Carolina business corporation, is the owner and operator of that certain property located within the corporate limits of Boone, North Carolina, situated between U.S. 321 and Faculty Street in Boone, North Carolina, and identified by Watauga PIN 2910-14-7495-000 and Watauga PIN 2910-14-8386-000. Said real property is located within the zoning jurisdiction of the Town of Boone.
2. ADR Capital Management, Inc., has violated the UDO by failing to maintain and timely repair dilapidated and damaged stormwater facilities. Said violations continued until October 11, 2001 and thus each day constituted a separate and repeated violation of the UDO.
3. The accrued and unpaid penalties for these violations total thirty-seven thousand, six hundred dollars (\$37,600.00).
4. The Town Attorney is ordered to initiate a legal action in the General Court of Justice in Watauga County, North Carolina against ADR Capital Management, Inc., to collect these unpaid penalties for its violations of the UDO, along with attorney's fees and costs.
5. This Ordinance shall be recorded in the registry of the Watauga County Register of Deeds under the name ADR Capital Management, Inc.

Adopted this 18th day of October, 2011.

Mayor

Attest:

Town Clerk

(ORDINANCE TO BE TYPED IN BOOK 3, PAGE(S) 15-16)

VOTE: Aye - All
Nay - None

ADOPTION OF ORDINANCE - INITIATE LEGAL ACTION AGAINST BLOCKBUSTER

Town Attorney Sam Furgiuele explained that the proposed ordinance is to authorize the initiation of legal action to collect penalties regarding sign violations by Blockbuster Video. He stated that, according to the NC Secretary of State's website, the company name has been registered as BB Liquidating, Inc. Mr. Furgiuele advised that the Council allow him time to investigate the bankruptcy status of the company and to decide if the pursuit of the penalty, in the amount of \$1,250, is a worthwhile pursuit by the Town. Upon a motion by Council member Leigh, seconded by Council member Brantz, Council moved to adopt the following ordinance and to allow the Town Attorney time to investigate the matter and to determine if legal action is advisable.

ORDINANCE # 11-04

WHEREAS, the Town of Boone has duly adopted a Unified Development Ordinance, (hereinafter, the "UDO"); and

WHEREAS, the UDO regulates the display of signs within the Town of Boone and its planning jurisdiction; and

WHEREAS, following an August 12, 2011 inspection by personnel from the Planning & Inspections Department of the Town of Boone (hereafter, "P & I") of property located within the Town's corporate limits at 702 Blowing Rock Road, further identified by Watauga PIN 2910-15-2296-000 and owned of record by Blockbuster, Inc., a Delaware corporation, which corporation has registered a name change with the North Carolina Secretary of State from Blockbuster, Inc., to BB Liquidating, Inc. (hereafter, "Blockbuster"); and

WHEREAS, by letter dated August 12, 2011, staff notified Blockbuster by certified mail, return receipt requested, addressed to its manager at its retail address on Blowing Rock Road, that inspection had determined that there were temporary signs on display in violation of the UDO; and

WHEREAS, said letter, which was received and signed for on August 13, 2011, imposed a penalty of one thousand, two-hundred-and-fifty dollars (\$1,250.00), and further advised Blockbuster of its appeal rights; and

WHEREAS, Blockbuster thereafter discontinued its violation, but failed to either pay the aforesaid penalty or timely appeal the finding of a violation, the imposition of a penalty, or the amount of the penalty to the Board of Adjustment, and the time to do so has expired; and

WHEREAS, the amount of said penalty was warranted in that Blockbuster had been found in violation of the UDO previously on March 15, 2011, again for the wrongful display of temporary signs; and

WHEREAS, the Town of Boone is authorized pursuant to N.C. Gen. Stat. §§160A-365 and 160-175 to initiate a civil action to collect civil penalties which have been imposed for violation of its UDO; and

WHEREAS, the UDO, in Section 132, authorizes a civil action for this same purpose;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BOONE, NORTH CAROLINA, AS FOLLOWS:

6. Blockbuster, Inc., a Delaware corporation, which corporation has registered a name change with the North Carolina Secretary of State from Blockbuster, Inc., to BB Liquidating, Inc., is the owner and operator of that certain property and business located within the corporate limits of Boone, North Carolina, and situated at 702 Blowing Rock Road, further identified by Watauga PIN 2910-15-2296-000. Said real property is located within the zoning jurisdiction of the Town of Boone.
7. Blockbuster, Inc., now doing business as BB Liquidating, Inc., has violated the UDO by displaying more temporary signs than allowed, and by displaying temporary signs for longer periods than authorized by the UDO .
8. The accrued and unpaid penalty for these violations is one thousand, two-hundred-and-fifty dollars (\$1,250.00).
9. The Town Attorney is authorized and ordered to initiate a legal action in the General Court of Justice in Watauga County, North Carolina, against BB Liquidating, Inc., f/d/b/a Blockbuster, Inc., to collect the unpaid penalties for its violations of the UDO, along with attorney's fees and costs.
10. This Ordinance shall be recorded in the registry of the Watauga County Register of Deeds under the name Blockbuster, Inc., still reflected as the owner of the property.

Adopted this 18th day of October, 2011.

Mayor

Attest:

Town Clerk

(ORDINANCE TO BE TYPED IN BOOK 3, PAGE(S) 17)

VOTE: Aye - All
Nay - None

ONGOING DISCUSSION ON TABLE OF PERMITTED USES

Planning Director Bill Bailey updated the Council on the status of the revisions to the UDO Table of Permitted Uses. He stated that the Planning Subcommittee is meeting on a regular basis for discussion and is making progress thus far. Mr. Bailey stated that detailed minutes from the Planning Subcommittee are being prepared and will be distributed to the Council for review. He stated that in light of the receipt of the detailed minutes of the discussions, the Planning Commission is recommending that the Council rescind the directive requiring the attendance of two Council members at the Planning Commission meetings and the attendance of two Planning Commission members at each Council meeting. Upon a motion by Council member Brantz, seconded by Council member Leigh, Council moved to rescind the directive requiring the attendance of two Council members at the Planning Commission meetings and the attendance of two Planning Commission members at each Council meeting.

VOTE: Aye - All
Nay - None

ADOPTION OF TEXT AMENDMENT - CASE 20110440 CONDITIONAL DISTRICT MODIFICATION

Case 20110440 Conditional District Text Amendment (Section 386) - Text amendment to modify language in the Unified Development Ordinance (UDO) (Article XI Section 386 [e] Special Provisions for Conditional Districts) to specify difference procedural timing for minor and major modifications. Planning Director Bill Bailey stated that the Planning Commission has recommended approval for this request.

Vote #1

Upon a motion by Council member Mason, seconded by Council Member Brantz, Council moved that the proposed amendment to the Town's map is consistent with the Town's Comprehensive Plan and other applicable adopted plans of the Town which relate to this application because, as stated in Section 2.1.1 (E.1.) of the 2006 Comprehensive Plan, the Town should "continue to look for ways to make development regulations and permit procedures more predictable and timely" and "evaluate opportunities for administrative review; and because the proposed amendment will contribute to those goals, while not compromising residents' and other stakeholders' existing rights to public hearing and preserving the applicant's right of appeal via the Board of Adjustment.

VOTE:Aye - All
Nay - None

Vote #2

Upon a motion by Council member Mason, seconded by Council member Brantz, Council moved to approve the following proposed amendment to the Town's zoning map and believe approval is reasonable and in the public interest because it will allow the Administrator to make a determination and a recommendation to proposed minor modification to an approved conditional district, which will allow the developer an increased ability to effectively respond to changing market forces in a more flexible and timely way, while preserving the essential character of the use or activity previously authorized by Council.

(This zoning text amendment can be found in the Zoning Text Amendment Book #1)

VOTE:Aye - All
Nay - None

FORWARD MAP AMENDMENT TO FALL QPH

Planning Director Bill Bailey presented a request from James and Janet Bates for the rezoning of property at 225 Delmar Street for Conditional District Rezoning from R-1 to R-2. The request is being considered as Case 20110547. Upon a motion by Council member Ball, seconded by Council member Brantz, Council moved to schedule Case 20110547 Bates Conditional District Rezoning request on the November 2011 Quarterly Public Hearing agenda.

VOTE:Aye - All
Nay - None

ADOPTION OF ORDINANCE - HELEN YOUNT WINKLER ANNEXATION

Planning Director Bill Bailey stated that this is the final step for the voluntary annexation of two portions of two parcels of land located off NC Highway 105, High School Drive, and Temple Drive (Watauga County PINs 2900-91-4847-000 and 2900-92-5257-000. Upon a motion by Council member Mason, seconded by Council member Brantz, Council moved to adopt the following ordinance:

Ordinance 11-05

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE
TOWN OF BOONE, NORTH CAROLINA
(Helen Yount Estate Voluntary Annexation)**

WHEREAS, the Town Council has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at Council Chamber at 1500 Blowing Rock Road at 6:30 p.m. on October 18, 2011, after due notice by Watauga Democrat on October 5, 2011; and

WHEREAS, the Town Council finds that the petition meets the requirements of G.S. 160A-31;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Boone, North Carolina, that:

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the Town of Boone as of October 31, 2011:

A parcel of land lying and being in New River Township, Watauga County, North Carolina, being more particularly described as follows: Commence at the Northwestern corner of the Boonevest, A Limited Partnership parcel as described in Book of Records 1495, at page 815, Watauga County Registry; thence S.07°33¢41²W. along the Western boundary line of said Boonevest, A Limited Partnership parcel, 134.41¢; thence S.13°39¢26²W. along said Western boundary line, 154.08¢ to intersect the existing Town of Boone Limits Line for the Point of Beginning; thence S.13°39¢26²E., along said western boundary line, 147.12¢ to the Northwestern corner of the Elizabeth Kalnen parcel as described in Book of Records 107, at Page 268, Watauga County Registry; thence S.21°34¢12²W. along a portion of the Western boundary line of said Elizabeth Kalnen parcel, 181.46¢ to the Northeastern corner of The HCI Associates parcel as described in Book of Records 902, at Page 70, Watauga County Registry; thence Westerly and Northerly along the HCI Associated boundary line the following two courses and distances, (1) N.68°02¢56²W., 367.06¢, and (2) N.08°04¢47²E., 335.84¢ to intersect the aforementioned Town of Boone Limits Line; thence S.68°11¢05²E. along said Town of Boone Limits Line, 425.14¢ to the Point of Beginning and containing 3.01 acres as computed by coordinate geometry according to a survey performed by Municipal Engineering Services Company, P.A. d/b/a Skyline Surveyors, in March 2010 under the direct supervision of Walter R. McCracken, III, PLS, L-3832, Drawing Dated 15 March 2010, Job No.S10004.2, Description Dated 15 March 2010.

Section 2. Upon and after October 31, 2011, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Boone and shall be entitled to the same privileges and benefits as other parts of the Town of Boone. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the Town of Boone shall cause to be recorded in the office of Register of Deeds of Watauga County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Watauga County Board of Elections, as required by G.S. 163-288.1.

ATTEST:

Mayor

Town Clerk

(ORDINANCE TO BE TYPED IN BOOK 3, PAGE(S) 18)

VOTE:Aye - All
Nay - None

P&I MONTHLY STATUS REPORT

Planning and Inspections Director Bill Bailey presented the Planning and Inspections Monthly Report (**permanently on file in the October 2011 Town Council Packet.**)

REQUEST PERMISSION TO APPLY FOR GRANT - NC BICYCLE PLANNING GRANT

Public Works Director Blake Brown appeared before the Council to request permission to apply for the State of North Carolina's Bicycle Planning Grant. He explained that the grant consists of a 70% State contribution and a 30% Town contribution but that the State's maximum contribution cannot exceed \$45,000. Upon a motion by Council member Ball, seconded by Council member Mason, Council moved to grant permission to the Public Works Staff to apply for the State of North Carolina's Bicycle Planning Grant.

VOTE:Aye - All
Nay - None

DISCUSSION OF TREE SPECIES FOR DOWNTOWN

Public Works Director Blake Brown and Urban Design Specialist Brian Johnson appeared before the Council to present information on a variety of tree species in which to replace dead or dying trees in the downtown area (**copy of tree species information permanently on file in the October 2011 supplemental meeting packet.**) Discussion ensued concerning size limitations, including pit size limitations, that may affect the choice of tree species for the downtown area. Council requested more information on native species and other diverse species for consideration. Mr. Johnson also noted that the Tree Board is meeting later in the week and that he can bring forth recommendations for the Council to consider. It was the consensus of the Council to delay making a decision on the type of tree species until other information is considered, along with any recommendations from the Tree Board.

APPROVAL OF TRANSPORTATION COMMITTEE RECOMMENDATION - TRAFFIC STUDY FOR HARDIN STREET

Public Works Director Blake Brown appeared before the Council to present a recommendation from the Transportation Committee: upon completion of the U-4020 project, perform a traffic study of Hardin Street for possible speed limit reduction and to conduct cycling and pedestrian traffic counts and patterns to help determine if a speed limit reduction or pedestrian crossings are necessitated. Upon a motion by Council member Brantz, seconded by Council member Ball, Council moved to approve the recommendation from the Transportation Committee for a traffic, pedestrian and cycling study on Hardin Street.

VOTE:Aye - All
Nay - None

APPROVAL OF TRANSPORTATION COMMITTEE RECOMMENDATION - PLACEMENT OF STOP DEVICES ON COUNCILL STREET

Public Works Director Blake Brown presented a recommendation from the Transportation Committee for the placement of a stop sign and stop bar on Councill Street at the intersection with Tracy Circle. He explained that the area is experiencing traffic congestion which results in the backing up of traffic on that street past the Earthfare store. Mr. Brown asked the Council to delay taking action on this request until the U-4020 project is complete to determine how the finished project will affect the traffic congestion in that area. He stated that he can request additional time for the traffic signal in order to allow for more cars to go through that

intersection. Upon a motion by Council member Brantz, seconded by Council member Mason, Council moved to authorize Public Works Director Blake Brown to request additional time for the traffic signal for vehicles coming from Council Street.

VOTE: Aye - 4 (Phillips, Leigh, Mason, Brantz)
Nay - 1 (Ball)

ADOPTION OF RESOLUTION - SUPPORT OF REDUCTION OF GREENHOUSE GAS POLLUTION

Council member Leigh asked for the Council's support of a resolution supporting the reduction of greenhouse gas pollution under the Clean Air Act. Upon a motion by Council member Mason, seconded by Council member Ball, Council moved to adopt the following resolution:

**RESOLUTION BY THE TOWN COUNCIL OF THE TOWN
OF BOONE, NORTH CAROLINA, TO BE DELIVERED TO ENVIRONMENTAL
PROTECTION AGENCY ADMINISTRATOR, LISA P. JACKSON,
IN SUPPORT OF REDUCING GREENHOUSE GAS POLLUTION
UNDER THE CLEAN AIR ACT**

WHEREAS, the decade from 2000 to 2010 was the warmest on record, and the years 2005 and 2010 tied for the hottest years on record; and

WHEREAS, the current level of carbon dioxide (hereafter, "CO₂") in the atmosphere is approximately 392 parts per million (hereafter "ppm"); and

WHEREAS, one of the world's leading climate scientists, Dr. James Hansen, stated in 2008, "If humanity wishes to preserve a planet similar to that on which civilization developed and to which life on Earth is adapted, paleo climate evidence and climate change suggest that CO₂ will need to be reduced from its current 385 ppm to at most 350 ppm;" and

WHEREAS, as early as the 1850s, scientists began predicting that greenhouse gases from burning fossil fuels would eventually lead to the warming of the Earth's surface; and

WHEREAS, the current international pledges to address the climate crisis could result in levels of 770 ppm CO₂ by 2100, a concentration of CO₂ incompatible with human life as we know it; and

WHEREAS, ninety-seven percent of scientific experts are convinced that human activity is responsible for climate change and there is a growing consensus among researchers that reducing atmospheric concentrations of CO₂ to 350 ppm or below as soon as possible is needed to avoid risking catastrophic and irreversible climate change; and

WHEREAS, according to the Global Humanitarian Forum every year climate change seriously affects 325 million people and is responsible for some 300,000 deaths, and economic losses worldwide of \$125 billion; and

WHEREAS, climate change is threatening food security as crop growth and yields diminish, and droughts, floods and changes in snowpack depth disrupt water supplies; and

WHEREAS, scientists have concluded that by 2100 as many as one in ten species may be on the verge of extinction due to climate change with many animals and plants already losing their habitats and food sources, struggling to move poleward and upward to keep pace with our changing climate, shifting their timing of breeding and migration patterns, and disappearing as populations die out; and

WHEREAS, the oceans have become thirty percent more acidic since the industrial revolution due to their uptake of CO₂, which is harming ocean life from shellfish to corals as they struggle to build the shells and skeletons they need to survive; and

WHEREAS, the world's ice is rapidly melting, threatening water supplies, raising sea levels, and jeopardizing ice-dependent animals like the polar bear and walrus so severely that

Arctic summer sea ice is half the area and thickness it was several decades ago, alpine glaciers are in near-global retreat, and the giant Greenland and west Antarctic ice sheets are melting at an accelerating pace; and

WHEREAS, according to *Scientific American*, sea level is rising faster along the U.S. East Coast than it has for at least 2,000 years, and is accelerating in pace, threatening coastal wildlife and the forty percent of the world's population that lives within sixty miles of the coast; and

WHEREAS, for four decades, the Clean Air Act has protected the air we breathe through a proven, comprehensive, successful system of pollution control that saves lives and creates economic benefits exceeding its costs by many times; and

WHEREAS, with the Clean Air Act, air quality in this country has improved significantly since 1970, despite major growth both in our economy and industrial production; and

WHEREAS, between 1970 and 1990, the six main pollutants covered by the Clean Air Act — particulate matter and ground-level ozone (both of which contribute to smog and asthma), carbon monoxide, lead, sulfur and nitrogen oxides (the acid gases that cause acid rain) — were reduced by between 47 percent and 93 percent, and airborne lead was virtually eliminated; and

WHEREAS, the Clean Air Act has produced economic benefits valued at \$2 trillion or 30 times the cost of regulation; and

WHEREAS, the U.S. Supreme Court ruled in *Massachusetts vs. EPA* (2007) that greenhouse gases are “air pollutants” as defined by the Clean Air Act and the Environmental Protection Agency has the authority to regulate them; and

WHEREAS, the Clean Air Act can work immediately to curb greenhouse gas pollution without new climate legislation or in conjunction with new climate legislation; and

WHEREAS, the town of Boone, North Carolina, nestled in one of the most important ecosystems in the United States, wishes to be a leader in the fight against climate change and for clean air; and

WHEREAS, the Boone Town Council has concluded that climate change is not an abstract problem for the future or one that will only affect distant places but rather climate change is happening now, we are causing it, and the longer we wait to act, the more we lose and the more difficult the problem will be to solve; and

WHEREAS, many rare wildlife species in the High Country, including the federally recognized endangered Carolina Northern Flying Squirrel and the federally-designated species of concern, the Northern Saw-whet Owl, are found only in cool habitats at high elevations and are therefore threatened with extirpation from this area as the climate continues to warm; and

WHEREAS, many tree species that make up our local forests and provide the spectacular colors that bring thousands of visitors to our area every autumn can withstand neither the warmer climate nor the invasive organisms which thrive in higher temperatures, eventually leading to the decrease in species variety, the concomitant decreased variety of autumn foliage and less colorful vistas, and ultimately, a negative affect on tourism as the natural beauty of region is harmed;

NOW THEREFORE BE IT RESOLVED, that and the Town Council of the Town of Boone, North Carolina, on behalf of the residents of Boone, do hereby urge President Barack Obama and Lisa P. Jackson, the administrator of the Environmental Protection Agency, to move swiftly to fully employ and enforce the Clean Air Act to work to reduce carbon in our atmosphere to no more than 350 parts per million, and to resist all attempts to weaken the Clean Air Act, despite the claims of some that effective environmental policy hampers economic activity, an assertion which the Boone Town Council rejects. The Council further directs that a certified copy of this resolution be directed by the Town Clerk to President Obama and Lisa P. Jackson.

Adopted this 18th day of October, 2011.

Loretta Clawson, Mayor

Attested to:

Freida Van Allen, Clerk

(RESOLUTION TO BY TYPED IN BOOK 3, PAGE(S) 167-168)

VOTE: Aye - All
Nay - None

DISCUSSION OF BEER/WINE SOLD BY THE GLASS

Council member Phillips opened the floor for discussion of selling beer and/or wine by the glass by beer and wine shops within the Town of Boone. He informed the Council that after contacting the Watauga County Board of Elections, he learned that the selling of beer and/or wine by the glass is permissible in North Carolina by referendum. He further explained that the referendum cannot be held during a general election but can take place at a primary election at a cost of approximately \$8,000. He also noted that a referendum can be held on its own at a cost of approximately \$12,000-\$15,000. Council member Phillips invited Jeff Collins, owner of Peabody's Beer & Wine to speak on the matter. Mr. Collins voiced his support of the ability of alcoholic beverage retailers to sell beer and/or wine by the glass. He presented a packet of information regarding his stance on the issue (**copy of information permanently on file in the October 2011 meeting file.**) After lengthy discussion, it was requested that further information on how other communities similar in size to Boone and with colleges regulate the selling of beer and/or wine by the glass. Additionally, it was requested that specific information on the application process for obtaining a permit to sell beer and/or wine be supplied to the Council. Upon a motion by Council member Mason, seconded by Council member , Council moved to continue discussion of this matter at the November meeting in order to get further information on the alcoholic beverage permitting process and the process being used by other communities similar in size to Boone, that have college campuses, and how those other communities have handled any unintended consequences of such permitting.

VOTE: Aye - 4 (Phillips, Mason, Ball, Brantz)
Nay - 1 (Leigh)

ADOPTION OF CONTRACT - PRIDE DRIVE SEWER PROJECT DESIGN

Public Works Director Rick Miller presented a proposed contract from McGill Associates for the Pride Drive Sewer Project in the amount of \$48,000.00 which is included in this year's budget. Upon a motion by Council member Mason, seconded by Council member Brantz, Council moved to adopt the following contract:

**TOWN OF BOONE
PRIDE DRIVE AREA SEWER SYSTEM IMPROVEMENTS**

EXHIBIT A

September 5, 2011

BACKGROUND AND BRIEF PROJECT SUMMARY

The subject project consists of the development of engineering design drawings for the Pride Drive Area Sewer System Improvements project as identified in the "2010 Water and Sewer System Capital Improvement Plan"; assistance with obtaining permits necessary for the construction of the project; assistance with advertisement and bidding of the project; and

construction observation services. The identified project improvements will replace sections of the existing sewer collection system as well as extend a portion of the sewer system in order to correct deficiencies to prevent sewer system overflows and improve the efficiency of the system.

SCOPE OF SERVICES

1. Develop a preliminary design memorandum which defines the area of the project and those sections of the sewer collection system to be replaced and extended. Meet with Town staff to review the design memorandum and obtain concurrence with the project scope.
2. Perform the necessary field survey of the project area sufficient to provide topographic information necessary for the design of the improvements. During the preparation of the field survey, readily available information as to existing property information will be collected. The Town of Boone shall provide all information regarding existing easements for inclusion into the prepared survey.
3. Compile a complete map of the project area showing topographic information, existing utilities and readily available property and easement information.
4. Prepare design drawings for the sanitary sewer system improvements with both plan and profile of the sewer at a minimum scale of 1" = 50'. Design drawings shall be tied to the North Carolina grid system.
5. Submit completed drawings to Town of Boone staff for review and comment and finalize drawings once staff review comments are received.
6. Submit completed drawing to the appropriate agencies for permitting. It is anticipated that permits will be required from the NCDENR DWQ, and NCDOT. All permit fees will be paid by the Town of Boone and are not included in this fee or scope of services. Should additional permits be required other than those specifically listed above, those submittals will be prepared and made on an hourly basis as additional services as directed by the Town of Boone.
7. Once the permit applications are submitted, respond to review questions in a timely manner and as necessary to facilitate the approval and issuance of the required permits.
8. Assist the Town of Boone with the advertisement of the project for the purpose of receiving competitive bids for the project. All advertising costs shall be paid by the Town of Boone and are not included in this fee or scope of services.
9. McGill Associates, as the Town of Boone agent for the project, will issue contract drawings for the project to prospective bidders, respond to inquiries for additional information from prospective bidders, and issue any required addendum to the contract documents prior to the date and time scheduled for the receipt of bids.
10. McGill Associates will assist the Town of Boone with the receipt and opening of bids, review said bids, and provide a recommendation of award for the project to staff.
11. Once the project is awarded by the Town, schedule and attend a preconstruction conference with the Town, the Contractor and all other applicable parties to facilitate discussion of all matters related to the project construction. Final execution of contract documents and completion dates will also be determined at the preconstruction conference.
12. Provide periodic construction observation services during the construction phase to ensure that improvements are built in accordance with the approved contract documents. During the construction phase respond to inquiries from the contractor or regulatory agencies to facilitate completion of the project in a timely manner.
13. Review the contractor's monthly applications for payment for the project and verify quantities of work completed. As appropriate, make recommendation to the Town staff regarding payment of contractor pay applications.

14. Coordinate the final review and approval of the project once all construction activities have been completed including the coordination of a final inspection and the collection of all certifications and final close-out documentation from the contractor.
15. Provide the Owner with final record drawings of the project improvements. Two paper copies and an electronic copy of the drawings will be provided.

EXCLUSIONS

1. This proposal does not include the preparation of any preliminary engineering documents, grant applications, or other documentation necessary for the security of outside funding for the project.
2. This proposal does not include flood studies, environmental assessments, archaeological or biological surveys, or any other special environmental documents.
3. It is assumed that there are no wetlands or impacts to streams or wetlands requiring regulatory approval by the Division of Water Quality (DWQ).
4. It is understood that the entire project is located on either Town of Boone streets, NCDOT controlled roads, or within easements owned by the Owner, and additional private easements or rights-of-way are not required.
5. This proposal also does not include any geotechnical or subsurface investigations, which would be performed by a geotechnical engineering consultant if necessary.
6. Services for tasks other than those specifically detailed above are not included in the above fees.

ADDITIONAL SERVICES:

1. If requested McGill Associates can provide the necessary deed research and prepare individual property plats for those properties that may be impacted by the proposed sewer system improvements. These plats will be prepared to any applicable local and state standards and will be suitable for recording as required.
2. Provide assistance with securing both easements and real property necessary for the construction of the project. McGill Associates has staff with experience in the negotiation of the purchase of both permanent easements, temporary construction easements, and fee simple property purchases should the Town of Boone desire to utilize our staff for this purpose.
3. If requested, McGill Associates can coordinate any geotechnical investigation of the site as directed by the Owner.

BASIS OF COMPENSATION and INVOICE SCHEDULE

The OWNER will pay the ENGINEER for Services provided to complete the Pride Drive Sewer System Improvements in accordance with the Scope of Services a lump sum amount for each phase as follows:

Design and Surveying Services Phase:	\$27,000.00
Assistance with Bidding and Award Phase:	\$4,500.00
<u>Construction Phase Services Phase:</u>	<u>\$16,500.00</u>
Total	\$48,000.00

The ENGINEER will invoice for services completed based upon the following schedule:

For the Design and Surveying Services Phase of the project

- 25% upon the completion of preliminary engineering services and field surveying necessary for final design.
- 75% upon the completion of engineering plans and contract documents and the submission of said plans to the NCDENR, DWQ for permitting.
- 90% upon the completion of the remaining permit applications and their submittal including submittals to NC DOT and NCDENR Division of Land Quality.
- 100% upon the issuance of plan approval and an Authorization to construct from the NCDENR, DWQ.

For the Bidding and Award Phase of the project

- 30% upon the advertisement for bids for the project.
- 80% upon the receipt of bids.
- 100% upon the award of the project to the recommended bidder by the OWNER.

For the Construction Phase of the project

It is anticipated that the total construction period shall be 90 days. The ENGINEER shall invoice for services rendered under this phase as follows:

- 25% at the end of the first 30 day period following the Notice to Proceed date for construction.
- 50% at the end of the second 30 day period (60 days) following the Notice to Proceed date for construction.
- 75% at the end of the third 30 day period (90 days) following the Notice to Proceed date for construction.
- 90% upon completion of construction by the contractor and approval of the final payment to the contractor.
- 100% upon project closeout and preparation of Record Drawings for the OWNER.

PAYMENT FOR ADDITIONAL SERVICES

In the event the Owner request additional services outside the scope of services as described above and attached to this agreement the OWNER will pay the ENGINEER for Additional Services an amount based on actual time spent and expenses incurred by principals and employees of the ENGINEER assigned to the Project in accordance with the ENGINEER’S most recent Basic Fee Schedule, should any of these services be requested by the OWNER.

VOTE:Aye - All
Nay - None

MONTHLY WATER USE STATUS REPORT

Public Utilities Director Rick Miller presented the monthly water-use status report. **(Permanently on file in the October 2011 Boone Town Council meeting packet.)**

SCHEDULING OF SPECIAL MEETING - NOISE ORDINANCE

Upon a motion by Council member Ball, seconded by Council member Brantz, Council moved to schedule a Special Meeting on Monday, November 7, 2011, at 5:00 p.m. at the Council Chambers in order to further discuss and review the Noise Ordinance with members of the Boone Police Department.

VOTE:Aye - All
Nay - None

Upon a motion by Council member Mason, seconded by Council member Ball, Council moved to amend the agenda to take action on extending the “grace period” for enforcement of the noise ordinance.

VOTE:Aye - All
Nay - None

Upon a motion by Council member Mason, seconded by Council member Ball, Council moved to extend until December 1, 2011, the “grace period” for enforcement of the noise ordinance for businesses in the business district which offer live music.

VOTE: Aye - All
Nay - None

CLOSED SESSION

Upon a motion by Council member Brantz, seconded by Council member Ball, Council moved to enter Closed Session at 9:18 p.m., pursuant to NCGS 143-318.11(a)(3) in order to discuss the following matters:

1. Legal Advice - Gang of Five Proposed Settlement
2. Legal Advice - Contract Negotiations with USDA
3. Legal Advice - Contract Negotiations & Possible Property Acquisition - Appalachian Theater
4. Legal Advice - Regarding Lawsuit Against Town.

VOTE: Aye - All
Nay - None

Upon a motion by Council member Ball, seconded by Council member Brantz, Council moved to exit Closed Session at 11:43 p.m.

VOTE: Aye - All
Nay - None

POSSIBLE ACTION FOLLOWING CLOSED SESSION

Upon a motion by Council member Ball, seconded by Council member Mason, Council moved to add the following item to the November 7, 2011 Special Meeting agenda:

-Legal Advice - Contract Negotiations with USDA.

VOTE: Aye - 4 (Phillips, Mason, Ball, Brantz)
Nay - 1 (Leigh)

RECESS

On a motion by Council member Brantz, seconded by Council member Ball, Council moved to recess the meeting at 11:46 p.m. until Thursday, October 20, 2011 at 6:30 p.m.

VOTE: Aye - All
Nay - None

CALL TO RECONVENE

A recessed meeting from Tuesday, October 18, 2011 was called to order at 6:30 p.m., Thursday, October 20, 2011 in the Council Chambers, 1500 Blowing Rock Road. Mayor Loretta Clawson presided. Council members present were Mayor Pro-Tem Lynne Mason, Andy Ball, Jamie Leigh, Rennie Brantz, and Stephen Phillips. Town Attorney Sam Furgieuele was also present. Staff members present were Town Manager Greg Young, Deputy Town Clerk Kim Brown, Assistant to the Manager Jim Byrne, Police Chief Dana Crawford, Planning and Inspections Director Bill Bailey, Fire Chief Jimmy Isaacs, Public Works Director Blake Brown, Public Utilities Director Rick Miller, Human Resources Director Peri Moretz, and Downtown Development Coordinator Pilar Fotta.

ANNOUNCEMENTS

Mayor Clawson announced that any persons wishing to address the Council on a non-agenda item should sign in to speak during the Public Comment period.

Mayor Clawson announced that Farm-City Week will be October 29th through November 3rd. She asked the community to continue to support the local agricultural economy and the 56th Annual Farm-City Banquet.

TENTATIVE AGENDA ADOPTION

Town Manager Greg Young noted that there were no changes to the agenda.

PUBLIC COMMENT

Dennis Scanlin, professor at ASU, appeared before the Council to explain about a wind turbine project planned for the new Watauga High School site. He stated that he has grant money for the project which must be used before December 31, 2011. Planning Director Bill Bailey stated that he considers the request a minor modification of the Conditional District zoning for the site; however, he stated that the request must be heard at the next Quarterly Public Hearing and by the Planning Commission before coming back before the Council for a final decision. Upon a motion by Council member Mason, seconded by Council member Brantz, Council moved to amend the agenda in order to consider Mr. Scanlin's request.

VOTE: Aye - All
Nay - None

Upon a motion by Council member Mason, seconded by Council member Ball, Council moved to add Mr. Scanlin's request for a minor modification to the Conditional District zoning for the Watauga High School site for a wind turbine project to the agenda for the November 7, 2011 Quarterly Public Hearing.

VOTE: Aye - All
Nay - None

BOARD APPOINTMENTS

Affordable Housing Task Force - There were no applications submitted for these vacancies.

Board of Adjustment - There were no applications submitted for these vacancies.

Community Appearance Commission - There were no applications submitted for these vacancies.

Greenway, Parks & Gardens Committee - There were no applications submitted for these vacancies.

Outside Agency Funding Committee - Upon a motion by Council member Brantz, seconded by Council member Mason, Council moved to appoint Gary Childers to the Outside Agency Funding Committee.

VOTE: Aye - All
Nay - None

Planning Commission - There were no applications submitted for this vacant position.

Tree Board - There were no applications submitted for these vacancies.

Boone Tourism Development Authority - There were no applications submitted for this vacant position.

Water Study Committee - There were no applications submitted for these vacancies.

REQUESTED APPEARANCE - TRENT MARGRIF

Bettie Bond, chair of the Historic Preservation Commission, appeared before the Council to request feedback from the Council on the draft Design Guidelines and approval to schedule a charrette in order to gain public feedback on the document. She stated that the document is still in need of review by the Town Attorney and approval by the State offices. After brief discussion, it was the consensus of the Council to direct the Historic Preservation Commission to

consider possible charrette dates at its next meeting on November 8th and make a recommendation for a date to the Council at the November meeting.

REQUESTED APPEARANCE - MATTHEW SILVERBERG

Matthew Silverberg appeared before the Council to request permission to go onto Town of Boone property adjacent to his property in order to have a perk test performed by Appalachian District Health Department. He explained that his septic system is failing and is approximately 50 feet from a well that he shares with his neighbor. He stated that there is sewer seepage in his yard close to his home. Mr. Silverberg indicated that after consulting with officials from the Health Department, it was determined that he does not have enough land area to install a new septic system. He stated that if the perk test is successful, he may consider requesting a purchase of a portion of the property or an easement from the Town of Boone. Town Manager Greg Young indicated the size of the Town's property according to an aerial picture provided in the meeting packet. He pointed out several issues that need to be taken into consideration for this request:

- it is not known how much land might be needed for such request
- the most probable site for the testing to occur is behind Mr. Silverberg's home which is along a very steep slope
- the question of how the site will be accessed and the use of heavy equipment on the steep embankment must be considered
- the holes dug for the perk test and the site will need to be restored to its original condition as prior to the testing.

Public Utilities Director Rick Miller stated that he has discussed the matter with an official from the Health Department and was advised that it is not certain at this point how much land would be needed to install a new septic system. He further stated that an estimate could be at least one-half acre and as much as one full acre. Mr. Silverberg stated that he will be responsible for digging the holes needed for the testing and for restoring the holes. Town Attorney Sam Furgiuele advised that an encroachment agreement should be executed between the Town of Boone and Mr. Silverberg for his access and use of the Town's property for performing a perk test. Upon a motion by Council member Mason, seconded by Council member Ball, Council moved to authorize an encroachment agreement between the Town of Boone and Matthew Silverberg for the purpose of the performance of a perk test by Appalachian District Health Department with the following conditions:

1. The encroachment agreement is valid for 60 days from the date of execution.
2. No heavy equipment is permitted on the Town of Boone property.
3. The holes created for the perk testing must be restored after the testing is finished.
4. Any other terms or stipulations as deemed reasonable by either the Town Manager or Town Attorney must be agree upon.

VOTE: Aye - All

Nay - None

REQUESTED APPEARANCE - RANDY MCDONOUGH

Teresa Buckwalter and John Langman appeared before the Council to explain the purpose and goals of Watauga County Pathways, Inc. Mr. Langman stated that this organization was previously named the Middlefork Greenway Association. He stated that Watauga County Pathways, Inc. is still a 501c(3) organization but has expanded its mission beyond that of the Middlefork Greenway Association. Mr. Langdon stated that the mission of the group is to be involved in the planning, promotion, and creation of recreational pathways throughout Watauga County. Ms. Buckwater listed the various entities are partnering with Watauga County Pathways, Inc., such as Watauga County Tourism Development Authority, Todd Community Preservation, and Boone Area Cyclist. Randy McDonough, chair of the Greenway, Parks & Gardens Committee, stated that the committee is recommending the endorsement of a partnership between the Town of Boone and Watauga County Pathways, Inc. Mr. Langman indicated that the organization is not asking for a monetary contribution, only a partnership between the two entities. Upon a motion by Council member Mason, seconded by Council member Leigh, Council moved to endorse a partnership between the Town of Boone and Watauga County Pathways, Inc.

VOTE: Aye - All

Nay - None

REQUESTED APPEARANCE - BILL DIXON

Bill Dixon of Appalachian Architecture appeared before the Council to present an update on the Scottish Inn/Red Carpet Inn redevelopment plans. He indicated that the property owner is continuing to investigate redevelopment options for this property. Mr. Dixon stated that the property owner has offered an option to purchase the Freida Smith property and hopes to close on it by the end of the year. Damon Malletere stated that the property owner is waiting until the issues of the relocation of the creek are resolved and to determine any possible effects of the overlay district regulations.

Before deliberating on the quasi-judicial request, Town Attorney Sam Furgiuele questioned the members of the Council on whether or not they had had contact with the applicant regarding the request. All Council members stated that they had not had any significant contact with the applicant for this requests.

WATER & SEWER REQUEST - DAVID ASHLEY

Town Attorney Sam Furgiuele opened a public hearing at 7:42 p.m. to hear sworn testimony from applicant David Ashley, Public Utilities Director Rick Miller, Fire Chief Jimmy Isaacs, and Planning Director Bill Bailey on a request for water and sewer service for property located on Old Highway 421. Mr. Ashley stated that he has interest from a national retailer to locate a facility on the property that will create approximately 15 jobs. He stated that the company prefers to acquire water only for fire suppression but will also accept water and sewer service if necessary. Additionally, Mr. Ashley stated that the company prefers not to annex the property at this time but may be amenable to annexing once the facility is constructed. He indicated that his property is not in the town limits or ETJ boundary. Public Utilities Director Rick Miller explained that in order to supply adequate pressure for fire protection, the facility will need considerable storage volume and a pump system. He also stated that an encroachment agreement is required for any excavation within the NC DOT's right-of-way. Fire Chief Jimmy Isaacs confirmed the need for extensive storage capacity to meet fire suppression requirements if the facility is not connected to the municipal water supply line. He listed two examples of projects that have had water for fire suppression only as the Samaritan's Purse warehouse and Alliance Bible Fellowship Church. Mr. Miller explained that Samaritan's Purse is connected to Town sewer lines and did agree to connect to Town water lines when the option becomes available. Planning Director Bill Bailey stated that Alliance Bible Fellowship had to agree to conditions for receiving utility service, including annexation. He voiced a concern that the project is not within the Town's planning standards and may not be developed to meet Town building and development regulations. With no further public comment, Mr. Furgiuele closed the public hearing at 8:07 p.m. Several Council members voiced concern over the location of the property adjacent to residential areas, the hesitancy to annex the property prior to development of the project, and the increasing number of requests for utility service in an area which is out of the Town's planning zone where there are no guidelines for future development. Upon a motion by Council member Brantz, seconded by Council member Mason, Council moved to deny the request from David Ashley for water and sewer service to property located on Old Highway 421.

VOTE: Aye - All
Nay - None

ADJOURNMENT

Upon a motion by Council member Brantz, seconded by Council member Mason, Council moved to adjourn at 8:12 p.m.

Deputy Town Clerk

Mayor