

Fairfax Town Council Minutes
Regular Meeting
Fairfax Women's Club
Wednesday, February 2, 2011

The regular meeting was preceded by a special meeting closed session regarding pending litigation, Fairfax v. Berg; and Performance Evaluation, Town Manager.

Call to Order/Roll Call:

COUNCILMEMBERS PRESENT: Larry Bragman
Pam Hartwell-Herrero
John Reed
Lew Tremaine
David Weinsoff

STAFF MEMBERS PRESENT: Michael Rock, Town Manager
Jim Moore, Planning Director
Jim Karpiak, Town Attorney
Laurie Ireland-Ashley, Finance Director
Chris Morin, Chief of Police
Roger Meagor, Ross Valley Fire Chief
Judy Anderson, Town Clerk

Mayor Bragman called the meeting to order at 7:15 pm.

Approval of Agenda and Affidavit of Posting

Councilmember Reed requested that an item regarding sending a letter to comment on the Environmental Impact Report for the Marin County Sir Francis Drake road paving project through Samuel Taylor State Park be added to the agenda. He noted that the item had come up after the posting of the agenda and was urgent in nature.

M/S, Reed/Bragman, Motion to add the urgency item to the agenda as requested to be heard at the end of the agenda.

AYES: All

M/S, Hartwell-Herrero/Tremaine, Motion to approve the agenda and the affidavit of posting with the removal from the Consent Calendar of the items regarding job descriptions for the Chief Building Official/Public Works Manager and the Building Inspector/Maintenance Worker for discussion.

AYES: All

Announcement of Closed Session Action

Mayor Bragman announced that the Council had discussed the status of the Fairfax v. Berg case; that the Town hadn't prevailed in court; that the decision was made to file an appeal; and that the deposit with the court for the appeal would be made with private funds that would be raised. Regarding the public employee evaluation, direction was given and no action taken.

Announcements

Mayor Bragman made the announcements as printed on the agenda. Vice Mayor Hartwell-

Herrero announced that the first Friday of each month starting at 7 p.m. was “Open Mic Night” at the Youth Center.

Open Time

At the suggestion of Councilmember Tremaine, there was a consensus of the Council to have the Marin Energy Authority make their presentation at the end of the Open Time session.

Jim Hill, Canyon Road, stated that he was upset about the business license renewal that he had received that required a new \$25 fee to be sent to a firm in Alabama; asked why the Town was getting into Reaganomics; stated that he would rather pay more to the Town than pay an extra \$25 to Alabama; that the money should be kept local; and stated that he didn't want to give his Social Security number to a company in Alabama.

Mayor Bragman stated that the Town hadn't raised the license fees since 2005; that the switch to an outside company was made because the Council thought they would be saving money by not processing the license renewals in-house; that language had been added to the contract about the privacy of information provided.

Councilmember Tremaine stated that he would like to agendize the item for the next regular meeting.

Councilmember Weinsoff stated that when the Council discussed the item, staff had informed them that it was costing more than \$100 to get the \$100 renewal fee; that it was not an arbitrary decision; and that it was about relieving the overworked staff.

Mayor Bragman stated that he had thought it would have a Town letter wrapped around it as part of the public mailing.

Martha Ture, Canyon Road, stated that she was glad that it was going to be agendized; that the Council shouldn't be discussing the matter during Open Time since it wasn't on the agenda; that she wouldn't release her Social Security number if the Alabama company was also a collection company; that the Town shouldn't privatize a government function; that she didn't want to have any part of it in Fairfax; and suggested that if there was any way to keep the company from getting the Town's fees in the current year, the Council should do it.

Ms. Sakai, with her children aged 3.5 and 8 years old, asked to have the item regarding the smoking ordinance moved forward on the agenda. There was a consensus of the Council to have the item heard after the Consent Calendar.

Rose Taber, Hillside Ave., objected to the use of a new business license company; asked how the Town arrived at the cost for putting out the business license; asked why the Town decided to use an outside company; and why the merchants weren't notified of the change ahead of time.

Mayor Bragman stated that the loss of trust in the community is something they didn't count on.

Jory Prum, School Street Plaza business owner, stated that he was upset about the business license process; that he assumed that the Council had received his letter of objection; stated that 1300 business licenses processed at \$25/each was an exorbitant cost; that he didn't believe the \$100 per license cost quoted for staff time; that he objected to the \$25 increase and to outsourcing it to Alabama; that Muni Services was owned by a large corporation and was also in the collection business; that he would rather raise business license fees at the rate of

inflation; that he didn't like the idea of collectors having his contact information; suggested that the Town make it possible to renew business licenses online; that interns from a local college could do it as a volunteer project; that he would pay his license to Town Hall, but not to a company in Alabama.

Bob Parfitt, 37-year owner of S&N Auto, stated that he had paid the \$100 base fee for 30 years; that he would rather that the Town have the retail businesses pay a larger base fee (he suggested \$200) to Fairfax; that the Town needed to delay the deadline for the business license renewal; asked if the Town was paying the Alabama company \$35,000 to process the business licenses; that he wouldn't give his private information to this company; that the Town should get rid of the company; that revenue to the Town was delayed; and asked that the merchants be allowed to pay the town directly instead of sending payments to Alabama.

Dave Smadbeck; Sleeping Lady representative and co-director of the Chamber of Commerce, stated that the Town had not worked with the Chamber about the proposed change to the license process.

Marcia van Gelder, Fairfax Lumber employee, stated that she used to own a business in town; stated that she didn't mind when the Ross Valley Schools and the Fire Department consolidated, but that outsourcing business licenses to Alabama didn't make any sense; that the Town should have been able to find a firm in Fairfax to do the job; and reported that it took the Fairfax bookkeeper over thirty minutes to figure out the license renewal form.

Sierra Salin, Cascade Drive, suggested that the Town rip up the pavement on Sir Francis Drake, the Parkade and Broadway, and install a toll booth on Forrest Ave. and suggested that the Town get rid of business licenses if they were losing money. He stated that it was unfortunate that his sculpture had been taken out and destroyed; that he would have liked to have been notified; that it had a \$327,000 value; and that he supported more art in Town.

Dave Smadbeck, Co-Director of the Chamber of Commerce, stated that he was trying to put together a volunteerism campaign for Fairfax. The goal was to get everyone to volunteer for one event.

Patrick Troupe, Railroad Avenue, Woodacre, stated that he supported getting more volunteers for Town events; that he was planning to do the Good Festival again; that even though the future looked grim, we were very powerful as a people and should create the future we wanted; and that the value of community was very important for healthcare, music, art, and dance.

Mimi Newton, Open Space Committee, expressed gratitude to the private donor who contributed to the appeal of the Berg matter; that it was important to be able to make our own land use decisions; and that she would like a public discussion of the matter.

Kathleen Carol, owner of the Potting Shed, stated that she was looking forward to having the matter discussed at a future meeting.

Rose Taber, Rainbow Fabrics owner, stated that the Town could accomplish a great deal with the extra revenue from the business license process if it had been costing the Town \$100/license to process them. She also suggested that a half-cent sales tax for Fairfax would be a good thing for the Town to consider.

There was a consensus of the Council to have the business license process on the next regular agenda to discuss options.

Michael Mackintosh, Pastori Ave., stated that he appreciated that the Council was going to go forward with the Berg matter and suggested that people interested in helping pay for the appeal could also perhaps repay the Town the \$160,000 spent so far on the lawsuit.

Mayor Bragman clarified that filing the appeal would just stop the clock while the Council considered the options.

Dawn Weisz, Executive Director, Marin Energy Authority (MEA), expressed appreciation to the Town of Fairfax for the early support given to the MEA; presented a \$7,368 check to the Council; stated that the \$100,000 loan guarantee granted by the Town of Fairfax had been released because it was no longer necessary; and described the accomplishments to date of the Marin Energy Authority.

Councilmember Tremaine expressed appreciation to Ms. Weisz and her staff for getting Marin Clean Energy off the public agency support so quickly and stated that they had been more than worthy of the trust shown by the Town Council.

Mayor Bragman stated that their faith was well placed; that they had set an example for other communities and were actualizing the dream; that they had exceeded all expectations; and that he was looking to invest the returned money in other visionary activity in Fairfax.

Interview and appointment of candidate to the Design Review Board for a full three-year term to January 31, 2014 – Town Clerk

The Town Council interviewed Ray Bakowski, the only applicant for the Design Review Board.

M/S, Weinsoff/Tremaine, Motion to appoint Ray Bakowski to complete an unexpired term to January 31, 2012 on the Design Review Board.

AYES: All

Interview of Planning Commission Candidates for appointment to complete an unexpired term to January 31, 2012 – Town Clerk

The Town Council interviewed Ryan O'Neil and Roxanne Ezzet-Lofstrom for the opening on the Planning Commission.

M/S, Hartwell-Herrero/Reed, Motion to appoint Ryan O'Neil to serve on the Planning Commission to complete an unexpired term to January 31, 2012.

AYES: All

Council Reports and Comments

Councilmember Reed reported that he had been attending meetings about the Fairfax coin, Safe Routes to School, the sidewalk project on Pastori, the bike lane from Olema through the library property, and the water pipes on the sidewalk near Community Church.

Councilmember Weinsoff reported on a recent Marin County Mayors and Council Members (MCCMC) meeting where the speaker had discussed affordable housing; a JPA Oversight Committee meeting where the Marin Emergency Radio Authority (MERA) was discussed; and the Pension Obligation Committee through MCCMC; and reported on the status of the Flood Zone projects anticipated.

Vice Mayor Hartwell-Herrero reported that the January 7th Youth Night was the biggest one yet; that she had attended the Board of Supervisors meeting in support of the plastic bag ban; and that she had attended the opening of the teen area at the library.

Mayor Bragman reported that the Board of Supervisors had adopted the smart meter ordinance; that he had been working with the Marin Telecommunications Agency on the development of a disabled and elderly discount for cable because Comcast didn't renew the discount program with the new franchise agreement.

Town Manager Report

Town Manager Rock reported that the new pedestrian bridge by the tennis courts had been raised and put in place and would be open to pedestrian traffic in two to three weeks.

Mayor Bragman suggested that a public event be planned around the opening.

Consent Calendar

Approval of Town Council minutes of November 30, 2010 and December 15, 2010 – Town Clerk

Report on the status of the presence of perchlorethylene (PCE) at the Fair Anselm retail center – Town Manager

Adoption of Resolution No. 11-05, A Resolution of the Town Council of the Town of Fairfax Declaring a Police Department Patrol Vehicle As Surplus to the Needs of the Town And Authorizing the Police Department to Dispose of Same by Public Auction – Police Department

M/S, Motion to approve the Consent Calendar with the discussion of the adoption of the two job descriptions for Public Works Manager and Senior Maintenance Worker/Building Inspector to be heard at the end of the regular agenda.

AYES: All

Discussion/Consideration of proposed changes to the Town's smoking ordinance to provide Clean Indoor Air and Health Protection including the Regulation of the Exposure to Smoke in Multi-Unit Apartment Buildings - *Bragman*

Ms. Sakai, with her children aged 3.5 and 8 years, Blair & Steven, stated that they were exposed to second hand smoke every day; that there was no guarantee that if they moved to another apartment in the complex, it would be any better; asked why the ordinance was taking so long to be adopted; stated that second hand smoke posed a known risk; that the Council had taken action on smart meters because of potential harm; urged the Council to put the issue on the front burner; asked for protection for her family and others from second hand smoke; and stated that her children represented the faces of many children affected by second hand smoke.

Mayor Bragman explained the delay as being entirely on his part while he was working on the smart meter ordinance; that there was a tobacco control ordinance on the books in Fairfax; that he wanted to expand that ordinance; that "third-hand smoke" had been acknowledged as dangerous to health as it contaminated buildings; that smoking was the single highest cause of death in the country at 400,000 per year; that the current meeting was for discussion only to facilitate the drafting of an appropriate ordinance; that he was hopeful that an ordinance could be drafted for the March 2nd meeting; that the draft presented at an earlier meeting included a ban on smoking outside of public businesses in the public right of way; that banning smoking within 25 feet might not be accepted or enforceable; that the task was to come to a consensus on smoking in multi-unit apartment buildings; and that the intent was to protect tenants in larger housing units in Fairfax.

Vice Mayor Hartwell-Herrero suggested that they concentrate on multi-unit housing.

Mayor Bragman stated that direction should be given about what to include in the ordinance. He asked if the Council wanted to include bus shelters, the entrances to businesses that were smoke-free, recreation areas, service areas, at public events? He stated that he was hesitant to impose an outright ban for condos because of the problem of homeowners associations but that they could possibly be given the authority without a ban. He stated that he would be happy to bring back an ordinance that focused on multi-unit apartment buildings.

Councilmember Tremaine stated that he was a smoker and an apartment dweller. He related an incident where he moved to the street to finish a cigarette to accommodate his neighbor; He stated that protecting people from neighbors who smoked should also be protecting people who drove and that auto exhaust on Sir Francis Drake was a bigger threat to people outdoors than cigarettes. He stated that he wouldn't vote one way or another because he was a smoker and an apartment dweller. He stated that he understood that people were concerned about the health effects of second hand smoke but that there were larger health issues in his building with the exhaust from Sir Francis Drake.

Councilmember Reed stated that he had been a teenage smoker, that it was a societal problem; and that he supported a lot of the things listed on the list of possible bans, including a ban on smoking at public events. He suggested that perhaps extractor fans could be used for businesses that condoned smoking areas like the deck at 19 Broadway. He stated that it was more than a nuisance and was a health hazard.

Mayor Bragman stated that part of the ordinance would have to be to provide support for smokers to quit smoking through Smoke Free Marin. He noted that Novato had the strictest smoking ordinance and hadn't had a problem since its implementation; that Richmond also had a strict ordinance without problems; that second hand smoke killed more people than auto accidents; that it was a direct public health risk; that it was appropriate to move forward; that he wanted to make it a balanced ordinance; and that it would allow apartment owners to designate

smoking units.

Rose Milani, Belle Avenue, stated that she worked at St. Rita's, that she walked around town and encountered smoke in front of businesses, and that she completely supported the ordinance.

Judith Derenzo, Bay Area Community Resources and Tobacco Control, stated that she worked with Elizabeth Emerson and Bob Curry on smoking issues in Marin. She reported on calls she had received from citizens about smoking. She stated that she had received many calls from condo owners who had paid to be in their condos and had been inundated with second hand smoke with less flexibility to move than renters.

Councilmember Weinsoff noted that condominium complexes had agreements (CC&R's) that included the rules and regulations used to govern themselves.

Ms. Derenzo noted that CC&R's were changeable at any time and did not necessarily provide guarantees to people who purchased condos. She further stated that they already had the authority to ban smoking but that a Town ordinance would reinforce efforts by the condo owners to be proactive in the interest of public health.

Pam Granger, American Lung Association, and Vice Chair of Smoke Free Marin Coalition described two trends in the type of calls received about smoking issues. She stated that, whereas most calls used to be about outdoor spaces, the two more recent trends were calls about housing issues from apartment dwellers and for social justice for clean air quality free from smoke. She stated that she was also working on broader air quality issues, including highway pollution, and welcomed any efforts in that regard on the part of Fairfax and noted that her help was always free.

Ted Pugh, Rocca Drive, suggested that public events could have a designated smoking area as a compromise.

Mayor Bragman adjourned the meeting for a break from 9:12 to 9:27 p.m.

Public Hearing

720 Center Blvd., Fair-Anselm Shopping Center; Application #11-03; Request for approval of a proposed scope of work (methodology) of a Traffic Impact Permit for a project encompassing remodeling the existing commercial building to bring into compliance with current Building Codes to open as a natural foods grocery store; Assessor's Parcel No. 002-131-12; Highway Commercial CH Zone District; Good Earth Natural Foods, applicant; John Fry, applicant's representative; LRG Capital Real Estate Partners, owners – Planning

Contract Planner Larry Kennings of LAK Associates, presented the staff report.

John Fry, Project Manager, urged the Council to go forward with the approval of the scope of work for the traffic impact study.

Mayor Bragman noted that the Town staff had added the intersection of Bolinas and Broadway; stated that there was a gap from Pacheco to Bolinas and suggested that it be added to parallel the area on Sir Francis Drake being studied.

Mayor Bragman opened the discussion to the public:

Rose Milani, 36 Belle Avenue, stated that she was happy that Good Earth was going in at the new location; that crosswalks leading to the store were needed for pedestrians; that there were no crosswalks and no safe crossings for disabled at Belmont or Belle; asked if pedestrian access would be addressed; described the detours that motorists took through Belmont and Belle Avenues to avoid the traffic signal; and asked if these issues would be addressed by the traffic report.

Mayor Bragman stated that the impacts would be included in the studies of the intersections and that the issues Ms. Milani raised would be addressed.

Councilmember Weinsoff asked that the traffic consultant include weekends for observations of the traffic flow.

Michael Mackintosh, Pastori Ave., stated that the project would benefit the entire town; urged the Town Council to go forward; noted that it would adversely affect the bicycle traffic at the intersection of Pastori and Lansdale; that the Lansdale intersection was especially dangerous and the project would provide an opportunity for improvement.

Planning Director Moore noted that the traffic consultant was aware of the issues at the intersection and stated that the project included an on-site queue for vehicles that would help address the problem.

Councilmember Reed stated that bicycle and pedestrian issues had come up for the project; that he would like to see bike parking provided on site; and that the bike and pedestrian issues should be addressed, not just the car issues.

M/S, Tremaine/Weinsoff, Motion to adopt Resolution 11-07, a Resolution of the Town Council of the Town of Fairfax Establishing a Methodology for Preparing a Traffic Impact Study for the Good Earth / Fair Anselm Project at 720 Center Boulevard.

AYES: All

Adoption of Resolution No. 11-02 of the Town Council of the Town of Fairfax in support of a local currency project (continued from 1-12-11) – Reed

Vice Mayor Hartwell-Herrero recused herself due to her position as Executive Director of Sustainable Fairfax, a co-sponsor of the project.

Councilmember Reed presented the report. He stated that Town Attorney Karpiak had edited the resolution; that a letter had been sent to the U.S. Treasury to ascertain the legality of the project; that an agreement between the parties was being discussed; that the Chamber had been consulted; and that people were getting excited about the project.

Councilmember Weinsoff expressed concern about the Treasury Department response and asked if the project would stop if a negative response was received. He suggested changing the wording of the resolution to read “may” instead of “will contribute to the project” in reference to the Town’s contribution.

Mayor Bragman stated that a Memorandum of Understanding between the parties was needed but that the resolution would allow the project to move forward.

Town Attorney Karpiak stated that the U.S. Treasury might provide guidelines but wasn’t likely to give a “yes” or “no” answer; that “will” or “may” in the resolution was up to the Council; that the resolution showed that the Council was committed to the project; and that if the Treasury determined that it was illegal, the resolution didn’t require the Town to go forward.

David Smadbeck, co-president of the Fairfax Chamber, reported the they had been meeting with Sustainable Fairfax and that, so far, everybody was supportive of the project; that the Chamber had a mixer scheduled for the 17th at Pancho’s where a presentation on the local currency project would be made; and stated that the plan was to have the Festival and the Ecofest help with the rollout of the currency project.

David Bernard, part of the Environmental Forum team that developed the project, spoke in support.

M/S, Reed/Weinsoff, Motion to adopt Resolution No. 11-02 of the Town Council of the Town of Fairfax in support of a local currency project.

AYES: Bragman, Reed, Tremaine, Weinsoff
NOES: None
RECUSED: Hartwell-Herrero

Adoption of Resolution No. 11-06 of the Town Council of the Town of Fairfax adopting an Electronics Communication policy – Finance

Finance Director Ireland-Ashley presented the staff report.

Mayor Bragman asked about the records retention schedule for electronic communications and the relationship to the Public Records Act. He stated that he would like to see the Town’s record retention policy before adopting the electronics policy. He led a discussion about various types of communication including privileged emails and the need for some preservation of email correspondence and how such records were treated by the Public Records Act.

There was a consensus of the Council to continue the item to the next regular meeting with direction to staff to consult the Town's records retention policy and the Public Records Act regarding electronic communications.

Discussion/Consideration of Council Committee Assignments – Town Clerk

After discussion by the Council, the following assignments were accepted:

- Bragman: ABAG (Assoc of Bay Area Governments) Alternate
Affordable Housing Committee
Chamber of Commerce Liaison
Citizens' Disaster Council as Mayor
Finance Committee as Mayor
League of California Cities
Marin Energy Authority, Alternate
Marin Telecommunications Agency
Measure "I" Oversight Committee
MERA Alternate (Chris Morin, representative)
Ross Valley Paramedic Authority (Frank Egger, Alternate)
Safe Routes to School Task Force, Alternate
TAM (Transportation Authority of Marin)
Tree Committee
Zero Waste Committee
- Hartwell-Herrero: Community Development Block Grant Committee – HCDA
Finance Committee as Vice Mayor
Tree Committee Alternate
Youth Commission Liaison
Zero Waste Committee
- Reed: Local Currency Steering Committee
Measure K Oversight Committee
Ross Valley School Board Liaison
Ross Valley Fire Authority, Alternate
Safe Routes to School Task Force
TAM (Transportation Authority of Marin) Alternate
- Tremaine: Affordable Housing Committee
Flood Zone 9 Advisory Board, Alternate
Marin Energy Authority
Marin Telecommunications Agency, Alternate
Measure "I" Oversight Committee
Ross Valley Fire Authority
Shared Services Committee, Alternate
Youth Commission Liaison
- Weinsoff: ABAG (Assoc of Bay Area Governments) Representative
Flood Zone 9 Advisory Board Representative
MCCMC Joint Services Authority Oversight Committee
MCCMC Legislative Committee Representative (3/11/10)
Ross Valley Fire Authority
Ross Valley School Board Liaison, Alternate
Shared Services Committee

Mayor Bragman suggested that the Ross Valley Fire Authority assignment rotate among the Council members, perhaps with the Mayor and Vice Mayor serving. He stated that the money spent on fire services represented a third of the Town budget; that it would be good for the Council's institutional memory and experience; and it would provide institutional diversity on the Board. Councilmember Tremaine stated that the Fire Service wanted consistency and that he didn't think it would be approved by his colleagues on the board. Vice Mayor Hartwell-Herrero stated that it would be helpful to the Council to share the experience. Councilmember Reed stated that it was more stable with known people but that it would be good for the other three Council members to have the opportunity to become familiar with the function. No change was made.

Adoption of Resolution No. 11-03, Approving a Job Description and Salary Schedule for the Chief Building Official/Public Works Manager position – *Town Manager*

Adoption of Resolution No. 11-04, Approving a Job Description and Salary Schedule for the Building Inspector/Maintenance Worker position - *Town Manager*

Regarding the Building Inspector/Maintenance Worker position, Councilmember Tremaine stated that the Senior Maintenance Worker position had traditionally been filled from the inside; not from the outside, and that the person selected could also be trained to be the building inspector.

Vice Mayor Hartwell-Herrero stated that it was essential that it be a local person.

Councilmember Reed stated that, for the building inspection position, that a current Public Works employee had expressed an interest.

Mayor Bragman stated that a current employee could be trained as a building inspector; that it didn't need to be combined with another position; and that it didn't necessarily mean that one person should do both jobs. He stated his preference for the position to be offered to a current employee but not necessarily with the two positions combined.

Councilmember Tremaine stated that offering it internally and not necessarily tying them together could certainly be done, but that someone needed to be the lead worker.

There was a consensus of the Council to continue the items to the next regular meeting with direction to open the positions up to current employees.

Urgency item added to the agenda by Councilmember Reed requesting that a letter be sent to comment on the Environmental Impact Report (EIR) for the Marin County Sir Francis Drake paving project through Samuel Taylor State Park

Councilmember Reed submitted a sample letter as a draft response to the EIR regarding the Sir Francis Drake paving project near Samuel Taylor State Park. He stated that, although the project was outside Fairfax, it would affect Fairfax traffic.

Councilmember Weinsoff stated that he wanted to know what Supervisor Kinsey thought of the EIR since the project was in his district.

Councilmember Reed stated that the letter would just address one issue, namely that the places all along the road to pull out of traffic and park would be eliminated.

Mayor Bragman stated that the proposed paving project would increase vehicle speeds along that stretch of roadway; that he agreed with paving the road but not widening it and removing

redwood trees; and requested that those issues also be included in the comment letter.

M/S, Tremaine/Hartwell-Herrero, Motion to authorize Mayor Bragman and Councilmember Reed to collaborate on a letter to express their concerns in a letter regarding the project with 4 to 1 support indicated in the letter.

AYES: Bragman, Hartwell-Herrero, Reed, Tremaine

NOES: Weinsoff

Councilmember Weinsoff explained that his negative vote was made because he didn't feel comfortable with a letter about a project in Supervisor Kinsey's district without discussing the matter with him first.

The meeting was adjourned at 10:42 p.m. to the Fiscal Sustainability Workshop on Wednesday, February 16th.

Respectfully submitted,

Judy Anderson, Town Clerk