

# Town of South Windsor

## Town Manager's Report October 2017

Matthew B. Galligan  
Town Manager



### **State Budget**

We have heard from the Governor's Office that he has vetoed the budget. This budget was put together by the Republicans with the help of a few Democrats in order to make sure that a budget was submitted for the State of Connecticut. I do not know whether they will negotiate or override the veto. This is not great news for the State of Connecticut nor for municipalities as we are still in limbo on how to run our governments.

### **Budget Letters**

I emailed you a copy of Senator Larson's response to my budget letter on behalf of the Town Council. There are quite a few letters that were sent out, and I would like to explain what happened. The Town Council had asked me to prepare a letter. I prepared it and sent it to the Council. I asked for your response and edits in case there were any changes. I was trying to get the Town Council to agree on an approach to our legislators. Certain Councilors responded and said the letter was fine, but I was still waiting for a response from Councilors Anwar, Havens, and Pendleton. I waited over the weekend.

On Monday, Councilor Anwar responded with his own letter also signed by Councilors Haven and Pendleton. This letter went out to our representatives on Monday before I even

had a chance to send my letter or even talk about our next step.

I felt that the letters might have seemed one-sided, so I decided to send my letter to the representatives so they know how the entire Council feels on this issue.

Apparently, Councilor Anwar had sent out an e-blast that wound up going to members of the Police Department as well. I did have a person from the Department complain to the Mayor about such a political letter being sent to their Town email. I had I.T. review emails and find out if this was accurate, and they found two separate occasions where an e-blast was sent out. On August 26, the entire Police Department received an email from Councilor Anwar about an event. On September 25, the aforementioned letter was sent to the entire Police Department.

I want the Council to understand that the reason my letter was not sent out on behalf of the entire Town Council is that I did not have an opportunity to do so.

### **Boards and Commissions**

Charles Margolis sent a letter regarding the reason for his resignation from the Human Relations Commission. I would like to set the record straight. Nobody added any additional

restrictions to the Human Relations Commission. It came to my attention that they had not had a quorum for over two years and were not filing appropriate agendas and minutes. I had to step in to ensure that they were able to file their information with the Town Clerk. I asked Mr. Margolis to come to the Council meeting because the Town Council appoints the Boards and Commissions, and maybe we could sit and resolve this problem of trying to get quorums.

I spoke to the Town Clerk, and she has had problems with not just the Human Relations Commission, but other Commissions that fail to send in appropriate agendas or get quorums for meetings. Based upon this information, I would like to review three Town Council Committees at the upcoming Council meeting that I do not feel are needed as I do not think they have ever met. I would also like to have a meeting with all Board and Commission members to discuss some of the issues that they are facing with getting quorums or getting agendas posted. Recently, Joe Kennedy from SWALPAC asked to look at his Commission's ordinance as he is having trouble getting quorums. This has nothing to do with restrictions or new rules and regulations. This is what is in place by law, and we have to follow the law.

I plan on having this meeting sometime in October or November so we can figure out how we can better serve the public and help them with their everyday needs in getting quorums as well as posting agendas and minutes. We used to have a book of

responsibilities for each Commission, and I would like to reinstitute that book so that everyone knows their responsibilities.

I would also like to discuss these issues with the political parties as they appoint the members to various Commissions. It is an honor to serve the Town, and we expect members to attend meetings.

I will go into further detail on Monday night, but I wanted to clarify that nobody ever asked Mr. Margolis to resign. We asked him to attend a meeting to discuss how to help the Human Relations Commission. Around the time he resigned, the Council Clerk sent him an email telling him that the agenda he filed was wrong and asked if it could be filed differently so it could be correctly posted. He totally ignored that request and also ignored my request to meet so we could help.

I wanted to make the record straight. If something comes to the attention of the Town Manager and it is wrong, I do not care what party it is. If it is wrong, it is wrong, and it needs to be corrected.

### **Mayor TV**

Paul Burnham and I had a conference call with the Mayor TV program contacts. We reviewed procedures, and next Wednesday we will be meeting with their production people to start putting this program together. We hope to be up and running soon once some logistics are ironed out. We need to decide who will be speaking and also decide the four topics that will highlight the Town in the most

positive way. As we pull this together next week, I will get back to the Council with the most updated information.

### **Ratings Agencies**

Moody's has contacted the Town to review our cash flows and financial statements due to the effect of the State budget shortfalls. We have not been singled out as they are checking in with many municipalities across the State to ensure municipalities can pay their bills while also reviewing ratings. We have provided the cash flow information and financial statements to Moody's and have assured them that our cash flow is fine even with the lack of revenue from the State. Our fund balance will be affected, but moving forward we have to start considering asking the State to not pass the financial burden to municipalities as that raises taxes for residents.

I also suspect that even though we just met with Standard & Poor's that they may circle back again to make sure that nothing has changed, as the ratings agencies are currently watching the entire State of Connecticut.

### **Polling Locations**

We recently had a meeting with the Polling Location Review Committee. I will be wrapping up all of the pros and cons of changing voting locations. We will be putting together a report, and that report will be submitted to the Council within the next few weeks regarding safety issues and how to move forward. I think the report will be clear and concise, and I am hoping we can finalize

this so the Council can make an appropriate decision.

*Matthew B. Galligan*  
*Town Manager*

## Police Department

Timothy M. Edwards  
Chief of Police

### **Recruiting Update:**

We hosted a Connecticut Police Chiefs Association (CPCA) multi-town written test at the middle school on September 30<sup>th</sup>. We have had significant interest in our agency and expect to have well over 200 applicants for our 3 open positions. As you will recall our current budget left two positions unfunded until January 1, 2018 and those are included in the 3 positions we intend to fill.

We took the opportunity to have two recruiting officers at a Police Department booth at the Festival of Lights event held on September 16<sup>th</sup>.

### **SWPD in Social Media:**

There were a couple stories that were of media interest in September:

Officer Joe Futtner and Officer Bill Eastwood assisted in the delivery of a baby girl at an Oak Street home. It's not often we get to assist with such a happy event, congratulations to mom and dad and South Windsor's newest citizen!

The South Windsor Police Department is designated as the first responders for all medical calls and we provide medical assistance along with the Ambulance Service of Manchester (ASM).

And in a continuation of the great work by our dispatch staff, Emergency Telecommunicators Patrick Kelley and Christine Meyerhans assisted getting aid to a man in Florida who was injured. A local citizen got a message from friends in Florida that a man was hurt but couldn't reach emergency centers due to the hurricane damage. Our dispatchers were able to reach a nearby command post by phone and send emergency crews to check on the victim.

And the new charitable group "Hartford Bags of Love" sent us a thank you via Facebook for a donation to hurricane relief efforts:

"Huge Thanks to the South Windsor Police Department for stopping by at the Wapping Fair to donate cases of toothbrushes and soap to be sent to those affected by the hurricanes. Just another reminder of the amazing community we are a part of."

### **New CAD/RMS System installed:**

On Tuesday, September 12<sup>th</sup> we installed a new Computer Aided Dispatch/Records Management System (CAD/RMS). We have been researching a replacement system for over 2 years and selected the Connecticut firm, Nexgen. They provide the CAD/RMS software for over 130 Connecticut agencies and were very competitively priced. Their software will allow us to do more work in the

cars via mobile applications, bar-code evidence, and streamline our report writing process in numerous ways. The system it replaces was 14 years old, had no technical support, and couldn't be upgraded.

Now that the CAD system is up and stable will begin to work with the Fire Department and Ambulance Service of Manchester to improve dispatch information delivery in ways that were not possible with the old system.

## Information Technology Department

Scott Roberts  
Director of Information Technology

### **Computer Aided Dispatch System Upgrade**

The information technology department has been incredibly busy with multiple, large-scale projects. One of these projects is the upgrade of the extremely outdated computer aided dispatch program at the Police Department. This system is utilized to dispatch police, fire and ems units. The project began in July and we are currently aiding the police department in fine tuning the system. The project included installing and configuring new computers, servers and software. IT has worked tirelessly with the vendor and the SWPD to make this upgrade happen. This includes working hundreds of hours to convert geographic information systems data to meet the NexGen software requirements. The EOC command center was the perfect venue for training in the new system. IT installed and deployed the new software on a virtual image and then the pd personnel used the command center workstations to do their training.

### **911 System Upgrade**

In addition to the CAD upgrade, the Information Technology department has been working with AT&T and the SWPD to change over to a new, enhanced 911 system, which incorporates cell phones.

### **Wapping School**

In addition to the CAD upgrade, IT worked extremely hard to make it possible for the Parks and Recreation department to move into Wapping school. A new network was built from the ground up in order to provide access to the Town's network. New wires were run, new servers were installed and configured, new computers were built and installed, copiers were programmed. In addition, staff equipment was transported from the community center into the new space where they were installed on the new network. It is not currently functional, but fiber has been installed in Wapping as well. It is connected to the equipment and ready to be configured. The vendor still has some work to do to get it connected on the poles, but IT has it ready inside the building.

### **Recreation Laptops**

In addition to the big move to Wapping, the recreation department informed us they were in need of mobile devices to support their need to work on the go. IT ordered and configured the staff laptops that were requested. We met with the staff to discuss their needs and to ensure the devices were programmed to perform the necessary tasks.

### **Treatment Plant Connection Upgrade**

The pollution control facility had been dealing with a T-1 line that was unreliable at best. The

IT department configured and installed new firewalls at the treatment plant. In addition, they have moved over to a Cox Cable line in place of the T-1. These changes have allowed the plant to save money while drastically improving network performance.

### **Town Manager's Office Renovation**

We have been working very closely with Building Maintenance to assist with the Town Manager's office renovation. New network cables were run and punched down in the server room while the other ends were connected to wall jacks to provide network access for new workstation locations. After the furniture was in place, we reconnected the computers and printers in the office and had the staff test to ensure functionality.

As a part of this renovation, we are installing a new TV in the Caucus Room that will be outfitted with a pc behind it. This will allow us to connect it to the network, making it an additional node on the video wall. During an activation, this will allow the Town Manager to meet with key officials and keep them informed on events transpiring in the command center of the EOC.

### **New PC Rollout at the Library**

The IT department worked with Jason at the library to configure and install new pcs for the library staff.

### **Fiber to Wapping House**

The Wapping Community House now has a fiber connection installed. This will greatly improve Building Maintenance's capability to

manage both the HVAC system and door locks. It also brings the potential for other improvements such as additional security and wireless connectivity.



## Public Works Department

Michael J. Gantick  
Director of Public Works

### Administration

#### UPDATES

The Public Works Department was asked to make a presentation on our Debris Management Plan before the State Solid Waste Advisory Committee on September 26, 2017. The Director of the States Solid Waste Unit commented that South Windsor continues to set the bar and be leaders on storm preparation. He also ask that we be available in the future to provide the presentation to wider audience as they feel we appear to have one of the few examples of written plan for the type of disaster that is unfortunately becoming too common place around the country in years.



### Refuse and Recycling

The Town of South Windsor is continuing to expand its recycling programs with the help of Bay State Textiles. Bay State is a textile recycling company that is working with the Town to collect items such as clothing, footwear, linens and even stuffed animals to reuse or recycle into other products. The items can be in any condition. Clothing that is in good condition is sold off; any other items with rips, tears and holes are sorted and recycled into products like rags, synthetic decking material and car seat foam among other things. By diverting these recyclable textiles from the refuse waste stream the Town will be reducing tipping fees that are paid for through tax dollars. Bay State is also paying South Windsor \$100 per ton of textiles that are collected. Collection boxes have been placed at the Community Center on Nevers Road and at the Parks and Recreation offices (the old Wapping School) on Ayers Road. Bay State is also working with the South Windsor Public Schools and will have collection boxes at each school in town.

South Windsor also offers electronic recycling events that are held every other month in the back parking lot of Town Hall. Our next event will be held November 4<sup>th</sup> from 8 a.m. to 1 p.m. This program is free of charge and the event staff will unload the electronics from your vehicle.



The next household hazardous waste collections will be September 30<sup>th</sup> and October 28<sup>th</sup> in Manchester at 321 Olcott Street from 8 a.m. to 1 p.m. Acceptable items include paints, aerosols, fertilizers and cleaning products among other items. To help reduce wait times at the collection events, residents are encouraged to take their paint products at Sherwin Williams in Manchester to be recycled.

Bulky waste pickups are available on a monthly basis. Collections are curbside the first full week of each month on your normal trash pickup day. Metal is collected curbside each Wednesday and must be scheduled with the Public Works office online at [www.southwindsor.org](http://www.southwindsor.org) or by calling (860) 644-2511 x243. Metal items such as air conditioners, refrigerators and dehumidifiers require a \$15 mitigation fee that can be paid by cash or check at the Public Works office at 1540 Sullivan Avenue.

For more information on our refuse and recycling programs please visit the Town of South Windsor's website at [www.southwindsor.org](http://www.southwindsor.org).

*Tony Manfre*

*Pollution Control Superintendent*

### **Pollution Control**

The Water Pollution Control Facility continues to operate at a high level. We continue to exceed the State of Connecticut Department of Energy and Environmental Protection's wastewater discharge permit by

customarily removing 99% of organic matter from the wastestream. Residential, industrial and commercial wastewater is transported through a series of underground pipes and pumping stations to the treatment plant. At the treatment facility, wastewater is treated through a biological process, passes through a UV disinfection process and is discharged to the Connecticut River.

One of the biggest maintenance challenges that our wastewater facility faces is from Fats, Oils and Grease (FOG). Homeowners can prevent a lot of the FOG that makes its way into the sewer line. It is important to minimize the amount of grease that is disposed of down the drain. FOG collects in pump stations and sewer pipes to form hardened deposits that must be removed. If the grease is allowed to accumulate in pipes, it may create a blockage and cause a sewer backup. Another challenge to sewer maintenance is the disposal of "flushable" wipes into the sanitary sewer. These wipes are made of synthetic fiber materials that do not breakup in the system and are the main culprit of clogged pumps. When pumps are clogged, our operators must remove the debris to keep the pumps in service.

You can find more information about the Water Pollution Control Facility and the Water Pollution Control Authority on the Town of South Windsor's website at [www.southwindsor.org](http://www.southwindsor.org).

*Tony Manfre*

*Superintendent of Pollution Control*

### **Fleet Services**

The Fleet Services Division has been very busy preparing the leaf collection fleet for the yearly curbside pickup program. Every year the leaf machines that are used to vacuum up the leaves on the side of the road need new impellers, suction hoses and a basic tune up at a minimum. The abrasion of the leaves on the steel impeller is quite impressive, normally wearing down almost half of the impeller in a season.

The Division also saw a passing of the baton so to speak, with the joyful retirement of Walter Parker of 32 years, and the addition of a very talented young man by the name of Ryan Clavette. Ryan comes to us with quite a bit of experience from the private sector and we are very excited to have him joining the team.

Fleet Services has also continued to do a myriad of different repairs and maintenance on an array of different town vehicles, including and not limited to; police cruisers, public works and parks vehicles, tractors, backhoes and the Vacall. In order to achieve all of this with expedience and efficiency the department has added a new vehicle lift and overhead fluid hose reels. With the addition of these hose reels the department is realizing less waste not only in the refuse category, but there is no need any longer to handle the fluids manually (i.e. Purchase the fluids, open the box, pour out the fluid, measure, place, throw away etc.). Now all of our fluids are bought in bulk at a huge savings, and it is all neatly measured out from the reel.

Along with all of this, the department has also gone through all of last years' plows. We have replaced all worn cutting edges, tightened the applicable cables, replaced filters and fluids, and have been switching over the fleet to all have consistent cable hook ups.

### **Street Services**

Town crews implemented actions from an RSA (Road Safety Audit) on Graham Rd. This intersection with Nevers Rd needed some attention to highlight the intersecting roads. Crews painted "skip" lines to carry the double yellow lines and edge lines through the intersection. Chevrons will also be added in



the area to bring attention to the curvature of the road. There will be some trees removed to facilitate better sightlines for drivers on both roadways.

The line painting crew also painted the parking areas at the new Recreation facility on Ayers Rd as well as refreshing lines at the Community Center.

Crews also completed several small drainage projects throughout town. Some of these projects were in preparation for road re-surfacing in 2018.

Public Works is starting a major drainage project on McGrath Rd. This requires the removal of several dead trees, yard waste and shoring the structure to prevent continued erosion at this site. Once those issues are completed, crews can make necessary repairs.

Town crews supported several events including the Wapping Fair, Festival of Lights and the Believe 208 Run to name a few.

Public Works also worked with the Parks crews to install new small hydrants/spigots at Avery Gardens as well as replacing existing hydrants on the grounds. There will now be additional sources of water including within the high tunnels.

Crack sealing of our roads continues. The contractor should be finished in 2-3 weeks. Roadside mowing also continues throughout town. Crews also are out pothole patching. The pothole crew will be focusing on Main St

in preparation of the Hartford Marathon. Once all the patching is complete, the road course will be swept in an effort to eliminate any hazards to the runners.

Due to the latest weather patterns, we exercised portions of our hurricane preparedness plans. This involved testing equipment, assessing supplies, assessing logistics and redefining roles and responsibilities. Public Works plays a critical role in emergencies, particularly weather related events, and we take great pride and make a great effort to ensure that we are ready when that unfortunate time may come.

*Scott Yeomans*

*Associate Manager, Street Services*



## Human Services Department

### **Adult & Senior Services**

**Andrea Cofrancesco, Director of Adult and Senior Services**

#### **Back to School Program a Success!**

Human Services had another successful back to school program in which we served 41 families with 76 children with new back packs, Payless shoe gift cards and supplies. Through the generous donations of The South Windsor Community Service group, the Salvation Army and St. Peter's Episcopal church we were able to ensure these children had the supplies necessary to start the school year.

#### **Medicare Open Enrollment**

Open Enrollment for Medicare begins October 15 and ends December 7 with changes effective January 1. Medicare beneficiaries can get unbiased insurance information from four certified CHOICES counselors (Steve Clapp, Andrea Cofrancesco, Lindsey Ravalese and Penny Shea) in the Adult and Senior Services Division of Human Services. 860-648-6361.

#### **Mental Health First Aid Training**

Human Services is hosting an 8-hour certification course designed to help individuals and communities to better understand mental health challenges. Several Human Services staff and police department staff, along with social workers from area towns will be attending. The training is being held on Tuesday and Wednesday, October 3 and 4 from 9-2:30 in the Human Services

building (150 Nevers Road). We are excited about this training as more and more mental health challenges arise in our everyday jobs.

#### **Four Triad for Senior Safety Events Our 10<sup>th</sup> Anniversary year continues with a variety of programs in October!**

- **Emergency Preparedness:** Join Jay Gonzalez, Assistant Director of Emergency Services for the Town of South Windsor, to learn how you can prepare yourself BEFORE an emergency. Learn valuable tips on **Friday, October 6 at 11:00 AM**. Call to register. FREE
- **Shredding Day:** The Triad is sponsoring a shredding day on **Thursday, October 19 from 10 AM to 12 noon** in the parking lot of the Community Center. Get rid of those papers that you've been saving for too long! No need to sign up, just show up! **Due to the popularity of this event, we are limiting the number of boxes to 3.** Also, we are accepting donations of non-perishable food items for the South Windsor Food Bank.
- **Senior Safety Day: Wednesday, October 25 from 10 AM to 12 noon** join Triad volunteers and the South Windsor Fire Department to register for two valuable programs: File of Life and the Yellow Dot program. File of Life is



important emergency information that first responders need when they assist you in your home, which is kept in a refrigerator magnet. The Yellow Dot program is the File of Life but for your car. Both are free. Assistance with filling out forms will be available to those who would like assistance. No need to register. Sign up for the Yellow Dot program today and register to win a \$20 gift certificate to the senior center!

- **Medication Disposal Day:** The Triad for Senior Safety is sponsoring a Medication Disposal Day on **Saturday, October 28** from 10 AM to 2 PM at the Police Station. Drop off all prescription and non-prescription medications including liquid (no needles). For more information, call Andrea at 860-648-6357 or Corporal Jim Nicoletta at the Police Department 860-648-6256.

### Annual Senior Picnic

Almost 190 people attended our annual senior picnic with the Super 60's volunteers grilling for us! Our theme this year was a Brazilian Carnival theme with Jose Paulo for entertainment. Several have commented this was the best picnic ever!



### Adventure Club Activities

Our Adventure club is gaining momentum with 15 people attending our first geocaching event! Next up: a hike near Uconn, a fitness challenge at South Windsor parks and more!



## **Youth & Family Services**

Elizabeth Langevin, LMSW, Director of Youth and Family Services



### **Teen Center**

September means back to school and ...back to the Teen Center! We welcomed almost 50 high school students at our second annual back to school event with *Pizza, Prizes and Giveaways!* Our high school volunteer group, the Teen Center Youth Council, also restarted monthly meetings for the school year with 15 volunteers ready to help and give back to the community. We are excited for some new projects this year! September was National Self Care Month and also National Update Your Resume Month...we promoted afterschool activities that can help with fostering positive mental health and self-esteem. We were also thrilled to help students during drop in hours with completing various job applications and providing support as they prepared for their first interviews!



Middle school youth also get to enjoy the Teen Center on Friday Nights during the school year, with weekly themes, game nights and just the fun of hanging out with friends in a safe, supervised setting. On our first Friday night being open this school year, we welcomed over 40 middle schoolers! We also host other events or programs for middle school students throughout the year, and a few started up this month, such as Tuesday Afternoons at the Teen Center – a partnership with TEMS Matinee program and our first ever, “Lego Lunch”...which may have a sequel sometime soon to help both new and old friends stay connected!

### **Parent Education and Support**

Fall is officially here and to celebrate Youth and Families Services, **Chef in**



**Training program** hit the kitchen, baking and cooking with pumpkin and apples. Our families and their children started the class by making, Oriental Chicken Peanut Salad and finished with apple cobbler. The children learned about the different varieties of apples and which are best to use when baking. On September, 25<sup>th</sup> the families and children made Cheesy pumpkin Quesadilla's with fresh sage and chicken sausage and pumpkin cookies. The kids enjoyed drizzling their cookies with icing and learning how to make a drop cookie.





***Charlie and Hayley, 8 years old cooking sausage.***



***Samantha, 7 years old and her mom getting excited about our mixing the apples for our apple crisp.***



***Josie, 6 years old, contemplating how much icing she could put on her pumpkin cookie***

Our **fall playgroup** has started up, it has been such a success we hope to continue to run every Monday morning. Our youngest participant is just 1 month old and the playgroup includes children up to 4 years old. Mothers enjoy getting to meet other parents in the community and their children are learning valuable social and play skills in a



nurturing and fun environment. The roller coaster was a hit with the little ones! Even the moms wanted to give it a try! We learned all about dot art and learned from one of the participants (who is an art teacher) different ways to use the markers for creative projects! What a creative group! See all the fun we are having getting to know each other!





SWAN also held our monthly **grandparent support group** on September 26<sup>th</sup> which gives grandparents space to discuss the challenges of raising a grandchild. Support and information on given. On Thursday September 21<sup>st</sup>, the SWAN Parent Educator offered a workshop for parents, called **Lets get this Potty Started**, to discuss tips and tricks on potty training children. Also, the planning for the upcoming Early Childhood Resource Fair has begun. It is still in the planning phases so stay tuned! The Early Childhood Resource Fair will include fun activities for families and children as well as access to many valuable programs, resources, and organizations in the community. Participants will include childcare providers and preschools in South Windsor (all in one place!) Parents will have on-site signup for preschool, and information on a range of early childhood topics.

### **School Outreach**

Timothy Edwards Middle School, in collaboration with Youth and Family Services, created pinwheels to celebrate International Peace Day. Students and teachers designed about 1,000 beautiful pinwheels with

messages of peace for the school, our community and the world.



This month, we hosted the first ever, "Leadership Academy" for high school students. This evening program focused on sharpening skills to boost confidence to help prepare for school, work, college and community involvement. We had Sea Tea Improv group join us for a portion of the



evening. Everyone had the opportunity to take a healthy risk and try something new!

### **Youth Counseling**

as at the High School. Parents and students stopped by to learn more about South Windsor Youth and Family Services and all the new programs we have going on this year. In addition our staff attended the new family breakfast at Timothy Edwards Middle School and welcomed 30 new families to the school. The High School held an afternoon welcoming event for new students and both Eileen Adler, Youth Counselor and Kathy Reed, Out Reach Worker attended. Over 30 new students learned about the services we offer such as counseling, the teen center and other programs. We are looking forward to having a great year!

**Please check out our Facebook**

**[https://www.facebook.com/](https://www.facebook.com/SWYouthFamily)**

**[SWYouthFamily](https://www.facebook.com/SWYouthFamily)**

**or call Liz at 860-648-6361 x331 for  
more information on any above  
program.**

## ***October 2017 Town Council Meetings and Events***

### ***Meetings***

**Monday, October 2, 2017**  
**7:00 p.m. Regular Meeting**  
*Council Chambers*

**Monday, October 16, 2017**  
**7:00 p.m. Regular Meeting**  
*Council Chambers*

### ***Holidays***

**Monday, October 9, 2017**  
*Town Offices Will Be Closed in Observance of Columbus Day*

*Layout by Ashley Booth, Executive Secretary to the Town Manager*

