

**KENDALL TOWN BOARD
2016 ORGANIZATIONAL MEETING
KENDALL TOWN BOARD**

Tuesday, January 5, 2016, 7:00 p.m.

Kendall Town Hall ó 1873 Kendall Road, Kendall, New York 14476

Supervisor Cammarata called the meeting to order at 7:03 p.m. and led the Pledge of Allegiance.

ROLL CALL

Councilwoman Flow	present
Councilman Martin	present
Councilman Newell	present
Councilwoman Szozda	present
Supervisor Cammarata	present

In Attorney Meier's absence, Attorney Schubel sat as Attorney for the Town.

OATHS OF OFFICE – Ceremonial oaths officiated by Justice Drennan, with family members of the elected in attendance:

Newly Elected Councilwoman Flow
Councilwoman Szozda
Supervisor Cammarata

Re-elected Highway Superintendent Kruger chose a private oath-taking.

SUPERVISOR'S REMARKS

See attached, as provided by Supervisor Cammarata.

PUBLIC COMMENT

Al Lofthouse, Center Road ó commented that he has attended meeting in other towns, and has not found them as open with agendas and abstracts prepared and available to the public at the meetings. He commended Clerk Richardson for her work and diligence in providing them. Supervisor Cammarata said so noted and thanked the Lofhouses for their attendance.

RESOLUTIONS

Councilwoman Szozda made the following motion, seconded by Councilwoman Flow:

RESOLUTION 1-0116- Reappointing Andrew Meier as Attorney for the Town of Kendall

Be it resolved to appoint Andrew Meier, ESQ as the attorney for the Town of Kendall for the year 2016. It is further resolved that the Supervisor is authorized to sign a legal services agreement for the year 2016 with Andrew Meier, ESQ on behalf of the Town of Kendall. Such legal agreement is to include a minimum retainer of \$600.00 per month and descriptions of rates for different types of services.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, seconded by Councilman Newell:

RESOLUTION 2-0116- Reappointing Patrick Bolton as Chairman of the Zoning Board of Appeals

Be it resolved to appoint Patrick Bolton as Chairman of the Zoning Board of Appeals for the Town of Kendall for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Martin made the following motion, seconded by Councilwoman Szozda:

RESOLUTION 3-0116- Reappointing Andrew Kludt as Chairman of the Planning Board

Be it resolved to reappoint Andrew Kludt as Chairman of the Planning Board for the Town of Kendall for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, seconded by Councilman Newell:

RESOLUTION 4-0116- Reappointing Michelle Werth as Director of Youth and Adult Recreation

Be it resolved to reappoint Michelle Werth as Director of Youth and Adult Recreation for the Town of Kendall for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Newell made the following motion, seconded by Councilwoman Flow:

RESOLUTION 5-0116- Appointing Members to the Youth Recreation Commission

Be it resolved, to appoint Julia Kludt and John Barrett to the Town of Kendall Youth Recreation Commission, each for a three year term, with both expiring on December 31, 2018.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Martin made the following motion, seconded by Councilwoman Szozda:

RESOLUTION 6-0116- Reappointing Shirley Cataldi as Adult Recreation Representative

Be it resolved to reappoint Shirley Cataldi as Adult Recreation Representative for the Town of Kendall for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, seconded by Councilwoman Flow:

RESOLUTION 7-0116- Reappointing Heather Koch as Town Historian

Be it resolved to reappoint Heather Koch as Town Historian for the Town of Kendall for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, seconded by Councilman Martin:

RESOLUTION 8-0116- Re-appointing Amy Richardson as Water Collections Clerk for 2016

Be it resolved to reappoint Amy Richardson as Water Collections Clerk (PT) to collect, record, and turn over monies collected for water usage by Water District 6 consumers for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Newell made the following motion, seconded by Councilman Martin:

RESOLUTION 9-0116- Reappointing Charles Patt as Custodian for Beechwood Cemetery

Be it resolved to reappoint Charles Patt as Custodian for Beechwood Cemetery for the Town of Kendall at an annual salary of \$500.00 for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Martin made the following motion, seconded by Councilwoman Szozda:

RESOLUTION 10-0116- Reappointing Walter Steffen Jr. as Custodian for Greenwood Cemetery

Be it resolved to reappoint Walter Steffen Jr. as Custodian for Greenwood Cemetery for the Town of Kendall at an annual salary of \$500.00 for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, seconded by Councilwoman Flow:

RESOLUTION 11-0116- Reappointing Jessica Maier as Court Clerk

Be it resolved to reappoint Jessica Maier as Court Clerk for the Town of Kendall for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, seconded by Councilwoman Szozda:

RESOLUTION 12-0116 REAPPOINTING NORM ST. JOHN AS BOOKKEEPER

Be it hereby RESOLVED to reappoint Norm St. John of 1203 Redman Road, Hamlin, New York, as bookkeeper for the year 2016 at a pay rate of \$18.00 per hour, up to a maximum of \$4,800.00. In addition, Tim Hungerford of Hungerford Vinton will remain as a consultant, on an as needed basis for 2016, at an hourly rate of \$75.00, not to exceed \$1,870.00.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Newell made the following motion, seconded by Councilwoman Flow:

RESOLUTION 13-0116- Reappointing Eileen Grah as Town of Kendall Librarian

Be it resolved to reappoint Eileen Grah as the Town of Kendall Librarian for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Martin made the following motion, seconded by Councilman Newell:

RESOLUTION 14-0116- Reappointing Paul Hennekey as Code Enforcement Officer

Be it resolved to reappoint Paul Hennekey as the Code Enforcement Officer for the Town of Kendall for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, seconded by Councilwoman Flow:

RESOLUTION 15-0116- Reappointing Daniel Strong as Deputy Code Enforcement Officer

Be it resolved to reappoint Daniel Strong as the Deputy Code Enforcement Officer for the Town of Kendall for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, seconded by Councilman Martin:

RESOLUTION 16-0116- Reappointing Alan Lambert to the position of Building Maintenance Worker.

Be it resolved to reappoint Alan Lambert to the position of Building Maintenance Worker for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Newell made the following motion, seconded by Councilwoman Flow:

RESOLUTION 17-0116- Occu-Star of Western New York

It is hereby resolved that the Superintendent of Highways is authorized to sign an agreement for the year 2016 with Occu-Star of Western New York for the Town of Kendall's CDL Drug and Alcohol testing.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Martin made the following motion, seconded by Councilman Newell:

RESOLUTION 18-0116- Naming the Bank of Deposit

Be it resolved that the First Niagara Bank is designated as the bank of deposit for the Town of Kendall for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, seconded by Councilman Martin:

RESOLUTION 19-0116- Deposit of Surplus Money

Be it resolved that the Supervisor is authorized to deposit surplus monies in time deposit accounts where the greatest amount of interest can be secured.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, seconded by Councilman Newell:

RESOLUTION 20-0116- Contractual Bills and Invoices with Discount

It is hereby resolved that the Supervisor is authorized to pay all contractual bills and all invoices offering a discount, upon approval of the Department Head, and with proper vouchering procedure.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Newell made the following motion, seconded by Councilwoman Szozda:

RESOLUTION 21-0116- Delegation of Authority to Supervisor

WHEREAS, the Town of Kendall must function between regular town board meetings and

WHEREAS, Town Law, Section 29(16) specifically provides for the delegation of the power and duties of administration and supervision to the Supervisor and

WHEREAS, it is understood that by such delegation of **the Town Board may not abdicate to the Supervisor or surrender to him the Board's basic statutory responsibilities**

Now be it hereby RESOLVED, that the Town Board of the Town of Kendall hereby authorizes and delegates to the Town Supervisor powers and duties of day to day administration and supervision of all Town and Special District Facilities and employees, consistent with and in furtherance of any and all State and Federal laws applicable thereto, and with any and all local laws, resolutions, or policies hereto or hereafter adopted by this Town Board.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Martin made the following motion, seconded by Councilwoman Flow:

RESOLUTION 22-0116- Naming the Official Newspaper

Be it resolved that the **Hamlin-Clarkson Herald** is designated as the official newspaper for the Town of Kendall for the year 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, seconded by Councilman Martin:

RESOLUTION 23-0116- Establishing the Regular Board Meeting Schedule

Be it resolved that regular meetings of the Town Board of the town of Kendall be held at the Kendall Town Hall, 1873 Kendall Road, on the third Tuesday of each month at 7:00 p.m.

Be it further resolved that the Town Clerk is directed to place a notice in the Official Newspaper to notify the public about the regular board meeting schedule.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, seconded by Councilman Newell:

RESOLUTION 24-0116- Establishing Regularly Scheduled Conference Sessions (Workshops)

WHEREAS, it is desired to provide opportunity for sufficient board member and public comment to define and develop the knowledge of, and content for, board resolutions in advance of regularly scheduled Town Board meetings and further to advance strategy and responsibilities for Town Board courses of action, and to properly audit all claims for payment

Now be it hereby **RESOLVED** that the Town Board of the Town of Kendall establishes and provides for regularly scheduled work sessions to occur on the first Tuesday of each month at 7:00 p.m., and on the Saturday preceding the third Tuesday of each month at 9:00 a.m.

Be it further resolved that the Town Clerk is directed to place a notice in the Official Newspaper to notify the public about the regularly scheduled conference session (workshop) schedule.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Newell made the following motion, seconded by Councilwoman Flow:

RESOLUTION 25-0116- Mileage Reimbursement

WHEREAS, the Internal Revenue Service has set mileage reimbursement for the year 2016 at the rate of \$0.54 per mile

Now be it **RESOLVED**, that \$0.54 per mile is established as the reimbursement rate for Town of Kendall Officials for mileage expenses while on Town Business.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, seconded by Councilman Newell:

RESOLUTION 26-0116- 2016 Salary Schedule

Be it resolved, to adopt the salary schedule for 2016, as presented:

**TOWN OF KENDALL
2016 SALARY SCHEDULE**

Supervisor \$8,400.00
Budget Officer \$1,600.00
Deputy Supervisor \$300.00
Councilperson (4) \$3,120.00

Justice 1 \$7,725.00
Justice 2 \$6,600.00
Court Clerk \$5,665.00

Assessor \$52,000.00 (shared)
Board of Assessment Review (4) \$130.00 each

Town Clerk \$28,428.00
Registrar of Vital Statistics \$500.00

Code Enforcement Officer \$11,400.00
Deputy Code Enforcement Officer \$8,000.00

Superintendent of Highways \$49,750.00

Historian \$800.00

Youth Recreation Director \$8,125.00

Adult Recreation Director \$875.00

Zoning Board of Appeals
Chairman \$1,040.00
Members (4) \$840.00 each

Planning Board
Chairman \$1,450.00
Member (4) \$875.00 each
Orleans County Member \$110.00

Election Inspectors \$9.00 per hour
Training Class \$30.00 per session

Supervisor Cammarata called for a roll call vote, with the following results:

Councilwoman Flow	aye
Councilman Martin	aye
Councilman Newell	aye
Councilwoman Szozda	aye
Supervisor Cammarata	aye

and declared the motion carried.

Councilwoman Flow made the following motion, seconded by Councilman Newell:

RESOLUTION 27-0116- 2016 Highway Wage Schedule and Work Agreement

Be it resolved that the following Salary Schedule and Work Agreement for the Highway Department be adopted for the year 2016 as submitted by the Highway Superintendent, Warren Kruger:

**TOWN OF KENDALL HIGHWAY DEPARTMENT
SALARY SCHEDULE AND WORK AGREEMENT FOR 2016**

The Town of Kendall Highway Department Employees will be paid on the following schedule for 2016:

Full Time Motor Equipment Operators (MEO) - from Federal minimum wage up to \$19.41 per hour

Part Time Motor Equipment Operators (MEO-PT) - from Federal minimum wage up to \$12.61 per hour

Full & Part Time Laborer- from Federal minimum wage up to \$10.95 per hour

Employees are to be paid biweekly for an 80 hour pay period. Time and one half (1-1/2) wages will be paid for overtime beyond forty (40) hours worked in each week.

Employees will be provided work clothes up to \$300.00 per year through a uniform service or reimbursement for employee purchases with documented receipts. The Town does not reimburse for sales tax paid.

Following completion of a two (2) month probation period, sick time benefits will be paid to full-time employees as follows:

1 st year of employment	up to five (5) days paid
2 nd year of employment	up to ten (10) days paid
3 rd year of employment	up to fifteen (15) days paid
4 th year of employment	up to twenty (20) days paid
5 th year of employment	up to twenty five (25) days paid

Beyond five (5) years: May accumulate one (1) additional day per month worked, up to a maximum of one hundred eighty (180) days paid.

A certificate from the employee's physician will be required after being sick for three (3) consecutive days for benefits to be paid.

Sick pay accumulation will NOT be paid out at retirement or termination.

Vacation time benefits will be paid to full time employees as follows and may NOT be carried over or accumulated into the next or subsequent years:

-First year of employment - may accumulate one (1) paid day of vacation for each month worked after completing a two (2) month probation period, (maximum 10 days).

-Second through tenth year - ten (10) days paid vacation.

-After ten years - fifteen (15) days paid vacation.

The Highway Superintendent may deny specific dates for vacation because of workload requirements.

Holidays will be paid for full time employees as follows:

New Year's Day, Martin Luther King's Birthday, Good Friday, Memorial Day, Fourth of July, Labor Day, Election Day, Veterans' Day, Thanksgiving Day, and Christmas Day. Saturday holidays will be observed on the Friday preceding the holiday, and Sunday holidays will be observed on the Monday following the holiday.

Supervisor Cammarata called for a roll call vote, with the following results:

Councilwoman Flow	aye
Councilman Martin	aye
Councilman Newell	aye
Councilwoman Szozda	aye
Supervisor Cammarata	aye

and declared the motion carried.

Councilman Newell made the following motion, seconded by Councilwoman Szozda:

RESOLUTION 28-0116- Authorizing Engagement Letter with Raymond F. Wager, CPA, P.C.

Be it resolved that the Supervisor is authorized to sign an engagement letter with Raymond F. Wager, CPA, P.C. to have Raymond F. Wager, CPA, P.C. conduct a GAGAS audit for the Town of Kendall for the year ended December 31, 2015 in accordance with U.S. generally accepted auditing standards; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the Single Audit Act Amendments of 1996; and provisions of OMB Circular A-133, and provisions of, and other procedures considered necessary to Raymond F. Wager, CPA, P.C. That said audit will be performed for a fee of \$7,000.00. Rural Development requires that this audit be completed by 150 days from the beginning of 2016.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Martin made the following motion, seconded by Councilwoman Flow:

RESOLUTION 29-0116- Authorizing the Filing of a Blanket Undertaking

Be it resolved that the Kendall Town Board authorizes the filing of a blanket bond to indemnify all officers required to file an undertaking. It is further resolved that a certified copy of this resolution authorizing the blanket bond will be attached to the bond and filed in the county clerk's office.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, seconded by Councilman Martin:

RESOLUTION 30-0116- To Revise the Per Diem Rate for Town Business

WHEREAS, the Per Diem Rate for Town Business Policy has been created by Town Board Resolution 28-0109 and...

WHEREAS, Resolution 26-0115 established \$0.575 per mile as the reimbursement rate for Town of Kendall Officials for mileage expenses while on town business during 2015, and í

WHEREAS, after review of this policy by the Town Board, the following changes are recommended and designed to harmonize the Per Diem Rate for Town Business Policy with the establishment of the 2016 mileage rate,

Now, therefore, be it **RESOLVED** to make the following changes to the Per Diem Rate for Town Business Policy-

Item 4 now reads "**Transportation** – *The Internal Revenue Service has set mileage reimbursement for the year 2015 at the rate of \$.575 per mile.*",
to now read "**Transportation** – *the Internal Revenue Service has set mileage reimbursement for the year 2016 at the rate of \$0.54 per mile.*"

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, seconded by Councilman Newell:

RESOLUTION 31-0116 Requiring Department Heads, Board Chairs, and the Engineer for the Town to Obtain Advice and Consent of the Supervisor to Engage the Attorney for the Town

Be it RESOLVED that Department Heads, Board Chairs, and the Engineer for the Town shall obtain the advice and consent, through the Office of the Supervisor, or in his absence, the Deputy Supervisor, to engage the attorney for the town.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Newell made the following motion, seconded by Councilman Martin:

RESOLUTION 32-0116 Appointing Anthony Cammarata as the Fair Housing Officer.

Be it RESOLVED that the Town Board appoints Anthony Cammarata to serve as the Fair Housing Officer for the Town of Kendall.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Martin made the following motion, seconded by Councilwoman Szozda:

RESOLUTION 33-0116 Appointing LaBella Associates as the engineering firm for the Town

Be it RESOLVED that the Town Board appoints LaBella Associates, DPC, 300 State Street, Rochester, New York 14614, as the engineering firm for the year 2016 for the Town of Kendall, New York.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, seconded by Councilwoman Flow:

RESOLUTION 34-0116 APPOINTMENTS TO KENDALL MEDICAL OFFICE OVERSIGHT BOARD

Be it resolved to re-appoint Catherine Renko to the Kendall Medical Office Oversight Board, for a three-year term, with such term expiring on December 31, 2018, and also

Resolved, to re-appoint Charles D'Agostino to the Kendall Medical Office Oversight Board, for a four-year term, with such term expiring on December 31, 2019.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Flow made the following motion, seconded by Councilman Newell:

RESOLUTION 35-0116 PAYCHEX AS PAYROLL SERVICE

Be it RESOLVED that the Town Board of the Town of Kendall authorizes Supervisor Cammarata to execute an agreement with Paychex for payroll services for the year 2016, cost not to exceed one thousand five hundred dollars (\$1,500.00), and subject to attorney approval as to form, content and legal compliance.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Newell made the following motion, seconded by Councilwoman Flow:

RESOLUTION 36-0116 AGREEMENT WITH THE ORLEANS COUNTY OFFICE OF THE AGING FOR 2016

Be it RESOLVED that the Town Board of the Town of Kendall authorizes Supervisor Cammarata to negotiate and execute an in kind agreement with the Orleans County Office of the Aging for use of building space in the Kendall Town Hall for the Orleans County Office of the Aging's Elderly Nutrition Program, for 2016, subject to attorney approval as to form, content and legal compliance.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilman Martin made the following motion, seconded by Councilman Newell:

RESOLUTION 37-0116 Reappointing H. Michael Roth to Planning Board

Be it resolved to reappoint H. Michael Roth to the Planning Board for a five year term, such term expiring December 31, 2020.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

Councilwoman Szozda made the following motion, seconded by Councilman Martin:

RESOLUTION 38-0116 Reappointing Fletcher Rowley to Zoning Board of Appeals

Be it resolved to reappoint Fletcher Rowley to the Zoning Board of Appeals for a five year term, such term expiring December 31, 2020.

Supervisor Cammarata called for a vote, which resulted in all ayes, and declared the motion carried.

SUPERVISOR APPOINTMENTS FOR 2016

Budget Officer: Anthony Cammarata

Deputy Supervisor: M. Lynn Szozda

KENDALL TOWN BOARD STANDING COMMITTEES FOR THE YEAR 2016

Public Safety/Emergency Services & Occupational Safety Includes liaison with Fire Dept., Law Enforcement, Code Enforcement, OCHD, NYDEC, Workplace and Property safety for all locations and activities of the Town of Kendall. Chair Martin; Alternate: Flow; Dept. Head: Kruger

Highway Includes TOK Highway Dept., Orleans Co. Highway Dept., and NYSDOT. Chair: Martin; Alternates: Newell; Dept. Head: Kruger

Buildings & Grounds Includes the maintenance and upkeep of all town buildings, property and cemeteries. Chair: Martin; Alternate: Flow; Dept. Head: Kruger

Planning, Zoning and Agriculture Chair: Newell; Alternate: Szozda; Dept. Head: Kludt

Community Relations Liaison with Schools, Churches, Medical Office, and Service Clubs. Chair: Flow; Alternate: Szozda, Dept. Head: Richardson

Finance, Taxes and Special Districts: Chair: Cammarata, Alternate Szozda

Information Services including Computers Systems, Record Management, Copy Equipment, Document Format, Telephone system. Chair: Flow; Alternate: Newell; Dept. Head: Richardson

Employee Benefits Chair: Szozda, Alternate: Flow

Culture & Recreation Youth Programs, Adult Recreation, Library, History, Celebrations. Chair: Flow, Alternate: Szozda, Dept. Head: Werth

Human Resources & Ethics Including but not limited to Drug & Alcohol Testing, Substance Abuse, Related Counseling & Rehabilitation, Discrimination, Work Place Behavior, Conflicts in the Workplace, and Conflicts of Interest. Chair: Szozda, Alternate: Newell

All Town Board members agreed to these positions of responsibility.

With no other business coming before the Board, Councilwoman Szozda motioned for adjournment, seconded by Councilman Newell; all ayes. Supervisor Cammarata adjourned the meeting at 7:48 p.m.

Respectfully Submitted,

Amy Richardson, Kendall Town Clerk