**Minutes of the Regular Town Council Meeting**

**Monday, Sept 14, 2020**

# 1. Call Meeting to Order

The meeting was called to order at 7:00 pm by Mayor Harry Ward. Council members in attendance were Kathy Lock, Gary Plescia and Bob Wood.

 Community members in attendance are shown on the attached sign-in sheet.

Harry acknowledged and thanked everyone for their support.

# 2. Approval of the August 10, 2020 meeting agenda

**Motion:** A motion was made by Gary Plescia to approve the September 14th, 2020 meeting agenda. The motion was seconded by Bob Wood. **The motion carried unanimously, 4 – 0.**

# 3. Approval of the July 13, 2020 Town meeting minutes

**Motion:** A motion was made by Gary Plescia to approve the July 13, 2020 meeting minutes. The motion was seconded by Kathy Lock. **The motion carried 4-0.**

 **4 Correspondence**

 N/A

**5. Reports:**

A. Council office changes

Becky Craft resigned due to family matters

B Swearing in of new council member

Larry Meinert was sworn in as a new council member

C Assignment of Secretary position

Bob Wood has accepted the secretary position

Motion: a motion was made by Kathy Lock to assign Bob Wood to the Secretary position seconded by Gary Plescia**. Motion was carried 5-0**

D Assignment of the council person

Position

Larry Meinert accepted the Council Person

Motion: a motion was made by Kathy Lock to assign Larry Meinert to the council Persons position seconded by Gary Plescia **Motion was carried 5-0**

E Review of yearly audit by Sombar and Assoc.

Tom Sombar reviewed the audit and thought our financials were well run and in great shape. General Fund has increased nicely in the past few years.

F Treasurer’s Report

a. Prepared by Bookkeeper Jennifer Cornell, Gary referred everyone to the spreadsheets that were available during the meeting.

**Motion:** Larry Meinert made a motion to approve the Sept 2020 Treasurer’s Report subject to audit. Bob Wood seconded the motion. **The motion carried unanimously,5-0**.

* 1. Building Enforcement Officer/ Floodplain Administrator

Mayor Ward gave the report and said that Bob Clendaniel had worked 24 hours this month. It included 3 new building permits.

* 1. Tax Collector Report

The report was given for September by Gary Plescia. At this point we collected about 50% of the 20-21 taxes mailed out this month.

 d Town Street Committee

Speed signs are now all installed. Traffic logic will instruct us how to collect data

 Speed Bumps will be installed soon.

 New access roads signs will also be installed soon.

 e Mayoral & Council updates

Due to the COVID 19 Virus SCAT and RASCL meetings have been cancelled**.**

1. **Old Business**

A Sand on the beach

 Due to the virus, there has not been any discussion on this issue.

 B UD Marsh Study Grant

 UD Hydrologist, Tom Mckenna, has been working in town. Study should be completed around the end of the year

C USDA and Wastewater grant.

 We received the payment from USDA for the grant this week.

D Pew Charitable Trust Update.

N/A

 E. 5k update

 The 5k will now take place on May 2nd 2021 at 9:00 AM

1. **New Business**

1 458 Bay Ave Demolition order

 This house is in total disrepair. We are moving to court to request demo order but since someone is currently living there, it may make thing more complicated.

1. 223 Bay Av

 Building official will issue a report for council to pursue an order of demolition

**Motion:** Motion to order a demo order made by Kathy Lock and seconded by Larry Meinert Vote 5-0

1. Apply for $25,000 Sea Grant Grant

 We would like to apply for a $25,000 grant from Sea Grant Grant that would help bolster the Pew and NFWS grants we are currently working on.

**Motion:** Motion to apply for a $25,000 grant from Sea Grant made by Larry Meinert and seconded by Gary Plescia Vote 5-0

1. naming of beach plum access path tabled until next month.

**5** Property owner’s databases

 Please forward this info to any council member or town clerk if you have not already done so. Please also forward any changes you have made recently.

1. Phragmites

 Council has sent out about 60 letters to residents that are currently in the spray zone and has received about 35 responses back so far. We have a permit and this year’s award should be finalized by next week.

1. Town Office Update

We have updated the wireless service and are in the process of updating the

furniture. We will also try to repaint in the near future.

1. Public Parking, Public Meeting Permit and IRC& IBC code.

We are in the process of creating an ordinance for Parking and Meeting

Bob Clendaniel will get back to us with recent updates to the IBC and IRC codes. After that, we will issues two ordinances, one for each code.

1. **Open Forum**

 We discussed how to proceed with the posablilty of a fire safety inspection.

This is a very complicated issue and will take a lot more thought and research to proceed.

**10. Adjournment**

**Motion:** Kathy Lock made a motion to adjourn. Bob Wood seconded it. The motion passed unanimously, 5-0 and the meeting was adjourned at 7:51 p.m.

**11. Upcoming Events**

Flu shots at the fire house on Oct 6th 6-8PM

Next Town Council meeting –Oct 12th 2020 7:PM

Respectfully submitted,

Robert G. Wood

Secretary