

SPECIAL TOWN MEETING

Date: April 3, 2000
Time: 8:00 p.m.
Place: Durham Public Library
Moderator: David Montgomery
Clerk: Laura L. Francis, Town Clerk

SYNOPSIS OF ACTION

Motion: Motion by Ray Kalinowski, seconded by Brian Curtis to suspend the rules of order and take up item # 8 of the call as the first item of business.

Action: By a show of hands with none in opposition the moderator declared the call to the meeting accepted as amended.

Item 8: To adopt a noise ordinance.

Motion: Motion by Geoff Colegrove, seconded by Dick Curtls.

Discussion: Dick Eriksen from Planning and Zoning explained that this ordinance will help address noise problems with a greater degree of depth than the state statutes that we currently rely on. The ordinance goes into detail outlining what is acceptable and what is not using technical scientific criteria that is measurable. Special events such as parades and the fair have been taken into account. The limitations should not be onerous to normal every day activities.

To Ray Flynn's query about the enforcing authority, Dick explained that there are measuring tools that will be available to the First Selectman. Also, the Resident State Trooper will be available for enforcement. This ordinance will allow a complaint to be made and acted upon.

Frank DeFelice voiced his concerns about the technical standards. The measuring device that measures the noise in a way that would withstand the burden of proof in court is expensive and could take a good deal of time. How will exemptions be handled. He feels that it is possible that the timing of the presentation of this ordinance is in response to a new business in town. Perhaps taking baseline measurements should be made so that there is no question of discrimination.

Both Dick Eriksen and Kurt Peterson agreed that this ordinance already defines a baseline of acceptable noises with ample room for exemptions. Rick Parmelee wanted to make sure that businesses would not be adversely affected. Dick Eriksen explained that the Board of Selectmen has the authority to listen to appeals for exception.

Several spoke in favor of passage. Geoff Colegrove stated that the ordinance has been reviewed by Town Counsel and the State Department of Environmental Protection as compliant with State Statutes.

A motion was made, seconded and passed to move the question.

Action: By a show of hands with seven in opposition, the moderator declared the motion of Item # 8 passed.

[Noise] Ordinance**1. Purpose.**

It is recognized that people have a right to and should be ensured an environment free from excessive sound and vibration that may jeopardize their health, safety or welfare or degrade the quality of their lives. This chapter is enacted to protect, preserve and promote the health, safety, welfare and quality of life for the citizens of the Town of Durham through the reduction, control and prevention of noise.

2. Definitions.

When used in this chapter, the terms below shall have the following meaning:

ANSI - The American National Standards Institute or its successor body. Any ANSI standard referred to in this ordinance shall be deemed to incorporate further revisions by reference.

BACKGROUND NOISE - Noise of a measurable intensity which exists at a point as a result of a combination of many distant sources individually indistinguishable.

BUSINESS ZONE - Those areas so designated for commercial use under the Zoning Regulations of the Town of Durham.

CHIEF OF POLICE - The first selectman of the Town of Durham or his or her designee, provided that, should Durham establish a town police force, the first selectman shall designate the chief of the town's police force to enforce and administer the provisions of this ordinance.

CONSTRUCTION - The assembly, erection, substantial repair, alteration, demolition or site preparation for or of public or private rights-of-way, buildings or other structures, utilities or property.

CONSTRUCTION EQUIPMENT - Any equipment or device operated by fuel or electric power used in construction or demolition.

CONTINUOUS NOISE - Ongoing noise, the intensity of which remains at a measurable level (which may vary) without interruption over an indefinite period or a specified period of time.

DAYTIME HOURS - The hours between 7:00 a.m. and 9:00 p.m. Monday through Saturday and the hours between 9:00 a.m. and 9:00 p.m. on Sunday.

DECIBEL - A unit of measurement of the sound level, the symbol for which is □ dB □.

DEMOLITION - Any dismantling, intentional destruction or removal of structures, utilities, public or private right-of-way surfaces or similar property.

EMERGENCY - Any occurrence involving actual or imminent danger to persons or damage to property which demands immediate action.

EMERGENCY VEHICLE - Any motor vehicle authorized by any local authority to have sound warning devices, such as sirens and bells, which can lawfully be used when responding to an emergency.

EXCESSIVE NOISE - Any sound, the intensity of which exceeds the standards set forth in Section 5.

IMPULSE NOISE - Sound of short duration, usually less than one (1) second, with an abrupt onset and rapid decay, the level of which is measured with a sound-level meter, which shall conform with ANSI S2.7-1986 (R1993).

INDUSTRIAL ZONE - Those areas designated for industrial use under the Zoning Regulations of the Town of Durham.

INTRUSION ALARM - A device with an audible signal and which, when activated, indicates an intrusion by an unauthorized person.

MOTOR VEHICLE - A vehicle as defined in Subdivision (47) of Section 14-1, Connecticut General Statutes, Revision of 1958, as amended.

NIGHTTIME HOURS - The hours between 9:00 p.m. and 7:00 a.m. Sunday evening through Saturday morning and between 9:00 p.m. and 9:00 a.m. Saturday evening through Sunday morning.

NOISE LEVEL - The sound-pressure level as measured with a sound-level meter.

NOISE LEVEL, A-WEIGHTED - The sound-pressure level as measured with a sound-level meter using the A-weighting network. The sound level is designated □ dBA □.

OCTAVE BAND SOUND-PRESSURE LEVEL - The sound-pressure level for the sound contained within the specified preferred octave band, stated in dB, as described in ANSI S1.6-1984 (R 1994).

ONE-THIRD OCTAVE BAND SOUND-PRESSURE LEVEL - The sound-pressure level for the sound contained within the specified preferred one-third octave band, stated in dB, as described in ANSI S1.6-1984 (R 1994).

PEAK SOUND-PRESSURE LEVEL (SPL) - The absolute maximum value of the instantaneous sound pressure level occurring in a specified time period.

PERSON - Any individual, firm, partnership, association, syndicate, company, trust, corporation, municipality, agency or political or administrative subdivision of the state or other legal entity of any kind.

PREMISES - Any building, structure, land or portion thereof, including all appurtenances, owned or controlled by a person. A noise receptor's "premises" shall include all publicly dedicated street and highway rights-of-way, road rights-of-way and waters of the state lying between the property lines of the noise receptor and a noise emitter whose property line would abut the noise receptor's but for such street, right-of-way, or waters of the state.

PROMINENT DISCRETE, TONE - The presence of acoustic energy concentrated in a narrow frequency range, including, but not limited to, an audible tone, which produces a one-third octave sound-pressure level greater than that of either adjacent one-third octave, and which exceeds the arithmetic average of the two adjacent one-third octave band levels by an amount greater than that shown below, for the one-third octave band containing the concentration of acoustic energy.

<u>1/3 Octave Band Center Frequency (Hz)</u>	<u>average exceedance (dB)</u>
100	18
125	14
160	12
200	11
250	9
315	8
400	7
500	6
630	6
800	5
1000	4
1250	4
1600	4
2000	3
2500	3
3150	3
4000	3
5000	4
6300	4
8000	5
10000	6

PROPERTY LINE - That real or imaginary line along the ground surface and its vertical extension which separates real property owned or controlled by any person from contiguous real property owned and controlled by another person and which separates real property from the public right-of-way.

PUBLIC RIGHT-OF-WAY - Any street, avenue, boulevard, highway, sidewalk, alley, park, waterway, railroad or similar place which is owned or controlled by a government entity.

RESIDENTIAL ZONE - Those areas designated for residential use in the Zoning Regulations of the Town of Durham.

SOUND - A transmission of energy through solid, liquid or gaseous media in the form of vibrations which constitute alteration in pressure or position of particles in the medium and which, in air, evoke physiological sensations, including but not limited to an auditory response when impinging on the ear.

SOUND ANALYZER - A device, generally used in conjunction with a sound level meter, for measuring the sound-pressure level of a noise as a function of frequency, expressed in Hertz (Hz), in octave bands, one-third octave bands or other standard ranges. The sound analyzer shall conform, as a minimum, to Type E, Class II, as specified in ANSI S1.11-1986 (R 1993).

SOUND-LEVEL METER - An instrument used to measure sound levels. A sound-level meter shall conform, at a minimum, to the American National Standards Institute operation specifications for sound level meters S1.4-1983 (R1994).

SOUND-PRESSURE LEVEL, A-WEIGHTED - The A-weighted sound-pressure level, expressed in decibels (dBA), measured on a sound-level meter.

SOUND-PRESSURE LEVEL (SPL) - Equals twenty times the logarithm to the base ten of the ratio of the sound pressure in question to the standard reference pressure of 20 micro-Pascals, expressed in decibel (dB) units.

3. Noise measurement procedures.

For the purpose of determining noise levels as set forth in this chapter, the following guidelines shall be applicable:

- A. A person conducting sound measurements shall have been trained in the techniques and principles of sound measuring equipment and instrumentation.
- B. Instruments used to determine sound-level measurement shall be sound-level meters and analyzers as defined by this chapter.
- C. The following steps should be taken when preparing to take sound-level measurements.
 - (1) The instrument manufacturers specific instructions for the preparation and use of the instrument shall be followed.
 - (2) Measurements to determine compliance with Section 5 shall be taken at a point that is located more or less one (1) foot beyond the property line of the noise emitters premises and within the noise receptors premises.

4. Classification of noise zones.

Noise zones within the Town of Durham shall be classified according to the zoning applicable to the parcel or tract of land from which noise is emitted and the surrounding parcels or tracts on which noise is received; provided that any parcel whose use is lawfully

nonconforming to its zone at the time this ordinance is enacted shall be classified for noise emission purposes according to the zone appropriate for the nonconforming use.

Zone	Use	Current Zoning *
A	Residential	MR, FR
B	Commercial	C-1, C-2
C	Industrial	HI, LI, DDD

NOTES:* Based on the Zoning Regulations and Zoning Map of the Town of Durham.

5. Noise zone standards.

A. A-weighted noise level standards.

It shall be unlawful for any person to emit or cause to be emitted any noise beyond the property lines of his/her premises in excess of the following noise levels:

EMITTER NOISE ZONE	Zone Class of Noise Receptor			
	A-Day (dBA)	A-Night (dBA)	B (dBA)	C (dBA)
Class A	55	45	55	62
Class B	55	45	62	62
Class C	61	51	66	70

B. Octave band noise standards.

a. Class A Receptor, Daytime.

It shall be unlawful for any person to emit or cause to be emitted any noise beyond the property lines of his/her premises, to a Class A Receptor Noise Zone during daytime hours, in excess of the following noise levels:

Octave Band Center Frequency (Hz)	Octave Band Sound-Pressure Levels (dB) Emitted to Class A Receptor by Emitters in the Following Zones:		
	Class C	Class B	Class A
31.5	75	72	72
63	74	71	71
125	69	65	65
250	64	57	57
500	58	51	51
1000	52	45	45
2000	47	39	39
4000	43	34	34
8000	40	32	32

b. Class A Receptor, Nighttime.

It shall be unlawful for any person to emit or cause to be emitted any noise beyond the property lines of his/her premises, to a Class A Receptor Noise Zone during nighttime hours, in excess of the following noise levels:

Octave Band Center Frequency (Hz)	Octave Band Sound-Pressure Levels (dB) Emitted to Class A Receptor by Emitters in the Following Zones:		
	Class C	Class B	Class A
31.5	69	63	63
63	67	61	61
125	62	55	55
250	54	47	47
500	47	40	40
1000	41	35	35
2000	36	30	30
4000	32	25	25
8000	32	25	25

c. **Class B or Class C Receptor, at anytime.**

It shall be unlawful for any person to emit or cause to be emitted any noise beyond the property lines of his/her premises, to a Class B or Class C Receptor Noise Zone at anytime, in excess of the following noise levels:

Octave Band Center Frequency (Hz)	Octave Band Sound-Pressure Levels (dB) Emitted to Class B or Class C Receptor by Emitters in the Following Zones:		
	Class C	Class B	Class A
31.5	80	79	72
63	79	78	71
125	74	72	65
250	69	64	57
500	63	58	51
1000	57	52	45
2000	52	46	39
4000	48	41	34
8000	45	39	32

C. **Impulsive noise standards**

a. **Class A Receptor, Nighttime.**

It shall be unlawful for any person to emit or cause to be emitted any impulse noise beyond the property lines of his/her premises, to a Class A Receptor Noise Zone during nighttime hours, in excess of 80 dB peak sound pressure level.

b. **Any Receptor, at any time.**

It shall be unlawful for any person to emit or cause to be emitted any impulse noise beyond the property lines of his/her premises, to any Receptor Noise Zone at any time, in excess of 100 dB peak sound pressure level.

D. **Prominent discrete tone noise standards.**

It shall be unlawful for any person to emit or cause to be emitted any continuous noise beyond the property lines of his/her premises, which possesses one or more audible prominent discrete tones, in excess of the following noise levels:

EMITTER NOISE ZONE	Receptor C (dBA)	Noise B (dBA)	Zone Class	
			A-Day (dBA)	A-Night (dBA)
Class A	57	50	50	40
Class B	57	57	50	40
Class C	65	61	56	48

6. **Delivery trucks.**

In addition to the noise prohibitions in Section 5, no person shall unload or cause to be unloaded delivery trucks within two hundred (200) feet of a residential district between one (1) hour after sundown and 7:00 a.m.

7. Exceptions.

A. This chapter shall not apply to noise emitted by or related to:

- (1) Natural phenomena.
- (2) Any bell or chime from any building clock, school or church.
- (3) Any siren, whistle or bell lawfully used by emergency vehicles or any other alarm system in an emergency situation.
- (4) A public emergency sound system.
- (5) Warning devices required by the Occupational Safety and Health Administration or other state or federal safety regulations.
- (6) Farming equipment or farming activity.
- (7) Emergency work or sounds from emergency vehicles responding to an emergency.

B. The following shall be exempt from this chapter, subject to special conditions as specified.

- (1) Noise generated by any construction equipment which is operated during daytime hours, provided that the operation of construction equipment during nighttime hours shall not exceed the maximum noise levels as specified in Section 5 of this chapter.
- (2) Noise from domestic power equipment during daytime hours.
- (3) Noise from demolition work conducted during daytime hours, provided that when considered emergency work, demolition shall be exempted at all times from the noise levels set in this chapter.
- (4) Noise created by aircraft flight operations which are specifically preempted by the Federal Aviation Administration.
- (5) Noise created by any recreational activities which are permitted by law and for which a license or permit has been granted by the town, including but not limited to parades, sporting events, concerts and fireworks displays, provided that noise discharged from exhausts is adequately muffled to prevent loud and/or explosive noises therefrom.
- (6) Noise created by blasting other than that conducted in connection with construction activities, provided that the blasting is conducted between 8:00 a.m. and 5:00 p.m. local time, at specified hours previously announced to the local public, and provided that a permit for such blasting has been obtained from local authorities.
- (7) Noise created by leaf, refuse and solid waste collection, provided that the activity is conducted during daytime hours.
- (8) Noise created by a fire or intrusion alarm, from the time of activation of the audible signal for a period of time not exceeding ten (10) minutes, when such alarm is attached to a vehicle, or thirty (30) minutes when attached to any building or structure.

- (9) Noise generated by engine-powered or motor-driven lawn care or maintenance equipment on Class A property between the hours of 8:00 a.m. and 9:00 p.m., provided that noise discharged from exhausts is adequately muffled to prevent loud noises therefrom.
- (10) Public-address systems used in assemblies on public space or for election campaign activities, during daytime hours only.
- (11) Snow removal equipment provided the equipment is maintained in good repair so as to minimize noise and that noise discharged from exhausts shall be adequately muffled to prevent loud and/or explosive noises therefrom.

8. Vehicle noise restrictions

The following activities are prohibited:

- A. Motor vehicle noise. All motor vehicles operated within the limits of the Town of Durham shall be subject to the noise standards and decibel levels set forth in the regulations authorized in Section 14-80a of the Connecticut General Statutes.
- B. Motor vehicle sound-amplifying devices. No sound-amplifying devices on or within motor vehicles shall emit noise in excess of the noise levels as specified in Section 5.
- C. Unregistered recreational vehicle noise. No person shall create or cause to be created any unreasonably loud or disturbing noise due to the operations of an unregistered recreational vehicle. A noise shall be deemed to be unreasonably loud and a violation of this chapter when the noise so generated exceeds the noise level standards set forth in Section 5.

9. Violations and penalties.

Any person in violation of any of the sections of this chapter shall be fined in an amount not to exceed one hundred (\$100.00) dollars. Each day that such violation continues after the time for correction of the violation given in an order shall constitute a separate violation subject to a fine not to exceed one hundred (\$100.00) per day.

10. Variances.

- A. Any person living or doing business in the Town of Durham May apply to the Chief of Police for a variance from one (1) or more of the provisions of this chapter which are more stringent than the Connecticut Department of Environmental Protection regulations for the control of noise, provided that the applicant supplies all of the following information to the Chief of Police at least thirty (30) days prior to the start of the time period for which the variance is sought:
 - (1) The location and nature of the activity for which the variance is sought.
 - (2) The time period and hours of operation of said activity.
 - (3) The nature and intensity of the noise that will be generated.
 - (4) The reasons for which the variance is requested, including the economic and technical justifications.

(5) A description of noise control measures to be taken by the applicant to minimize noise and the impacts occurring therefrom.

B. No variance from this chapter shall be granted unless it has been demonstrated that:

- (1) The proposed activity will not violate any provisions of the Connecticut Department of Environmental Protection Noise regulations;
- (2) The noise levels generated by the proposed activity will not constitute a danger to the public health; and
- (3) Compliance with this ordinance constitutes an unreasonable hardship on the applicant.

C. The application for a variance shall be reviewed and approved or rejected at least seven (7) days prior to the start of the period for which the variance is sought. Approval or rejection shall be made in writing and shall state the condition(s) of approval, if any, or the reason(s) for rejection. The chief of police may attach reasonable conditions to any variance granted including, without limitation, the requirement that noise control measures be taken by the applicant to minimize noise during the period of the variance, and that the applicant submit reports relating to noise and to compliance with any other conditions under which the variance was granted.

D. Failure to rule on an application within the designated time shall constitute approval of the variance.

11. Conflict with other provisions of law.

All provisions of the Zoning Regulations of the Town of Durham which are more stringent than those set forth herein shall remain in force. If, for any reason, any word, clause, paragraph or section of this chapter shall be held to make the same unconstitutional or be superseded by any state or federal law or regulation, this chapter shall not thereby be invalidated, and the remainder of this chapter shall continue in effect.

12. Administration.

- A. Unless otherwise stated, all notices and fines required or permitted by this ordinance shall emanate from the Chief of Police. Fines shall be paid to the Chief of Police.
- B. Interest shall accrue at the rate of 1.5% per month on all fines outstanding for periods in excess of 30 days.
- C. Fines and interest payable under this ordinance shall be deposited into the town's general fund.

13. Appeal.

- A. The board of selectmen shall serve as an appeals board for fines imposed under this ordinance.
- B. Whenever a fine is imposed under this ordinance, the person fined, may, within 10 days from the date of the noise emission appearing on the notice of the fine, appeal by filing a written notice of appeal with the first selectman. The board of selectmen shall begin hearing the appeal no later than 30 days from its receipt by the first selectman. The board of selectmen shall render a written decision on the appeal within 7 days of conclusion of the hearing. The filing of an appeal shall stay collection of any fine imposed until such time as a decision is rendered on the appeal.

- C. The board of selectmen may designate a panel of three persons to serve as an appeal board for any fine or fines appealed from under this Section 13. Any such panel shall follow the schedule in subsection (B) for hearing and deciding appeals.

14. Enforcement.

- A. The board of selectmen may choose to enforce the provisions of this ordinance by citation and hearing as permitted by CGS '7-152(c). The citation hearing procedure will then serve as the appeals procedure in lieu of that set forth in section 13.
- B. The first selectman is authorized to institute civil or criminal proceedings as necessary to enforce the provisions of this ordinance.

15. Effective date.

This ordinance shall take effect on publication according to law provided that publication shall not occur unless the Connecticut Department of Environmental Protection has approved the ordinance as required under C.G.S. 22a-73.

(end of ordinance)

Item # 1: To authorize the transfer of \$7,625 from the Building Fire Trustees Reserve Fund to Account 4025 for new bay doors, as recommended by the Board of Finance.

Motion: Motion by Rick Parmelee, seconded by Elmer Clark.

Discussion: None

Action: By a show of hands with none in opposition, the moderator declared the motion passed.

Item # 2: To authorize a transfer of \$16,744.16 from the Ambulance Equipment Reserve Fund to Account 4030 for reimbursement of six defibrillators; as recommended by the Board of Finance.

Motion: Motion by Phyllis Naples-Valenti, seconded by several.

Discussion: Rosemarie Naples explained that these funds were requested last year. The Board of Finance was reluctant to approve until training was accomplished and agreed to reimburse after training occurred. We currently have all but one member of DVAC trained by Middlesex Hospital to use the units. Ann Page explained that in theory, when a crew goes on duty, a defib unit should be picked up.

Action: By a show of hands with one in opposition, the moderator declared the motion passed.

Item # 3: To authorize \$132,000 for the Revaluation Contract, \$87,809 to be funded from the existing Revaluation Reserve Fund monies and \$45,000 to be funded in the Assessor's Expense Account #1502 in the fiscal year 2000-2001 budget; as recommended by the Board of Finance.

Motion: Motion by Roger Newton, seconded by Dick Curtis.

- Motion:** Motion by Ray Kalinowski, seconded by Dick Olsen to amend Item # 3 on the call by striking out "and \$45,000 to be funded in the Assessor's Expense Account # 1502 in the Fiscal Year 2000-2001 budget."
- Discussion:** The amendment was moved to eliminate the reference to the 2000-2001 budget which has not been approved yet.
- Action:** By a show of hands with none in opposition the moderator declared the amendment passed.
- Action:** By a show of hands with none in opposition the moderator declared the motion as amended passed.
- Item # 4:** **To approve a Resolution to eliminate the obligation of the Durham Cemetery Association to refund purchase monies for Mica Hill Cemetery; as recommended by the Board of Finance.**
- Motion:** Motion by Barbara Olsen, seconded by Phyllis Naples-Valenti.
- Discussion:** Barbara Olsen explained that further explanation and discussion should take place between the Cemetery Company, Board of Selectmen and Board of Finance. The Cemetery Company does not meet until May.
- Motion:** Motion by Ray Kalinowski to table Item # 4 indefinitely.
- Action:** By a show of hands with none in opposition the moderator declared the Motion tabled.
- Item # 5:** **To approve the clarification that the purchase of Open Space off Old Farms Road in conjunction with the Guilford Land Trust should be an authorization from the Conservation Open Space Reserve Fund, not from the Undesignated Reserve Fund.**
- Motion:** Motion by Mary Jane Parsons, seconded by Rosemarie Naples.
- Discussion:** This motion is designed to correct an accounting misunderstanding. Ray Kalinowski further enlightened the meeting that the money has not been sent. There is a possibility that the Guilford Land Trust will no longer need the money due to a large state grant they received.
- Action:** By a show of hands with none in opposition, the moderator declared the motion passed.
- Item # 6:** **To approve the transfer of funds in the amount of \$15,000 from the Contingency Fund to the Board of Selectman's Service Contracts Account (1060-15-155) for the purpose of conducting an appraisal and engineering evaluation of the Durham Rod and Gun Club property; as recommended by the Board of Finance.**
- Motion:** Motion by Kurt Peterson, seconded by Dick Curtis.
- Discussion:** Donia Viola asked why \$15,000 is needed for a study of one site, when we approved \$15,000 to study three sites as recommended by the Town Hall Site Committee. Ray Kalinowski explained that the money approved would cover the appraisal and if the appraisal is favorable, money for a feasibility study for municipal use. Donia expressed her displeasure not only with the money expenditure but with any ideas of municipal use and urged this motion be defeated.

Doug Allen asked why the study approved a month ago hasn't been initiated. Ray Kallnowski explained that the bid for services will go out tomorrow. It was delayed pending a Board of Education decision about the Strong School availability. Frank DeFelice spoke in favor.

Amy Ercolani questioned whether the Rod & Gun Club is really serious about selling. Should we spend money only to have the offer withdrawn? Ray Kallnowski explained that if the offer is not approved by the club, the money would not be spent. Several spoke in favor of the motion.

Action: By a show of hands with 23 in favor and 18 in opposition, the moderator declared the motion passed.

Item # 7: To accept Ozick Drive as an approved town road.

Motion: Motion by Geoff Colegrove, seconded by Mary Jane Parsons.

Discussion: Ozick Drive is off of Route 68 and services an industrial park. Kurt Bober explained that the road has been built and inspected to town specifications. The road is a little over two-tenths of a mile.

Action: By a show of hands with none in opposition, the moderator declared the Motion passed.

The minutes were approved as read.

The meeting adjourned at 9:35 p.m.

Attest: Laura L. Francis Laura L. Francis, CMC, CCMC
Town Clerk