



301 W. Main St.  
Town Hall  
Carrboro, NC 27510

## Town of Carrboro

### Meeting Minutes Board of Aldermen

**Tuesday, May 14, 2019**

**7:00 PM Board Chambers - Room 110**

**Present:** Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Randee Haven-O'Donnell, Alderman Damon Seils, Alderman Sammy Slade

**Absent:** Mayor Lydia Lavelle

**Also Present:** David Andrews, Town Manager; Chris Milner, Deputy Town Clerk; Brady Herman, Town Attorney

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#### **PROCLAMATION – PUBLIC WORKS WEEK**

Mayor Pro Tem Damon Seils read Mayor Lavelle's proclamation which established May 19<sup>th</sup> – 25<sup>th</sup>, 2019 as "Public Works Week" in the Town of Carrboro.

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#### **POETRY READING**

Fred Joiner, Poet Laureate for the Town of Carrboro, read a poem by Yusef Komunyakaa titled "Thanks."

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#### **APPROVAL OF APRIL 16 AND APRIL 23, 2019 MEETING MINUTES**

Alderman Slade requested that the April 23 minutes be pulled until the next meeting.

**MOTION WAS MADE BY ALDERMAN FOUSHEE, SECONDED BY ALDERMAN CHANEY, TO APPROVE THE MINUTES OF APRIL 16, 2019. VOTE: AFFIRMATIVE SIX, ABSENT ONE (LAVELLE)**

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#### **APPROVAL OF THE ACTIVITIES FOR 2019-20 HOME INVESTMENT PARTNERSHIP PROGRAM**

**Motion was made by Alderman Foushee, seconded by Alderman Chaney, to approve the following resolution:**

**RESOLUTION AUTHORIZING THE FY 2019 - 2020 HOME PROGRAM REVIEW COMMITTEE FUNDING RECOMMENDATION**

WHEREAS, the Town of Carrboro is a member of the Orange County Local Government Affordable Housing Collaborative (the Collaborative); and

WHEREAS, the Collaborative reviewed applications for HOME funding on February 28, 2019; and

WHEREAS, the Collaborative agreed by consensus on the following final funding recommendations:

Habitat for Humanity	\$181,392
EmPOWERment	\$ 85,000
Orange County Rapid Rehousing/Voucher Program	\$141,004
<u>Orange County Administration</u>	<u>\$ 35,030</u>
<b>Total</b>	<b>\$442,426</b>

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

Section 1. Approves the recommended funding activities for the FY 2019-2020 HOME Program.

Section 2. The County Manager is hereby designated as the authorized representative of the County to act in connection with the submission of this plan and to provide such additional information as may be required by the U.S. Department of Housing and Urban Development.

Section 3. This resolution shall become effective upon adoption.

This is the 14th day of May, 2019.

**The motion carried by the following vote:**

**Aye: Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Randee Haven-O'Donnell, Alderman Damon Seils, Alderman Sammy Slade**

**Absent: Mayor Lydia Lavelle**

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**RESOLUTION IN SUPPORT OF NORTH CAROLINA'S WORKING PEOPLE AND THEIR FAMILIES**

**Motion was made by Alderman Haven-O'Donnell, seconded by Alderman Slade, to approve the following resolution:**

**A RESOLUTION IN SUPPORT OF NORTH CAROLINA'S WORKING PEOPLE AND THEIR FAMILIES**

WHEREAS, everyday working people in North Carolina are struggling in an economy that doesn't work for them, and stagnant wages, cuts to public services, systemic discrimination, and a weakened social safety net are the norm for many communities; and

WHEREAS, public policy choices, not just market forces, determine whether working people have access to economic opportunities and benefit fairly from the work they do; and

WHEREAS, diverse local governments across North Carolina have enacted policies to support our own employees as allowed by state law, but are limited in our ability to extend protections and benefits to other working people in our communities; and

WHEREAS, the Town of Carrboro has supported our own employees by becoming a certified Orange County Living Wage employer, providing paid parental leave, adopting

employment nondiscrimination policies and practices, and extending eligibility for employment benefits to same-sex partners of Town employees; and

WHEREAS, North Carolinians need access to safe, green, living wage jobs, free from violence, harassment, and discrimination; and

WHEREAS, worker organizing, union membership, and collective bargaining remain the most effective tools for working people to exercise their power on the job and in the public sphere;

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the Town of Carrboro thanks our legislative delegation for promoting the well-being of North Carolina's workers and their families and urges them continue this important work by supporting:

- Legislation to raise the minimum wage for all workers in North Carolina.
- Legislation to provide paid leave for workers in North Carolina who want or need to take parental leave, care for a sick family member, or meet other important family needs.
- Legislation that empowers public employees in North Carolina to negotiate wages and other conditions of their employment, such as by repealing "right to work" laws and extending the right to collective bargaining to public sector employees.

This is the 14th day of May, 2019.

**The motion carried by the following vote:**

**Aye: Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Randee Haven-O'Donnell, Alderman Damon Seils, Alderman Sammy Slade**

**Absent: Mayor Lydia Lavelle**

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### **REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR**

Delores Bailey, Executive Director of Empowerment, Inc., expressed appreciation to the Board for their support of Empowerment, Inc.'s efforts to provide affordable housing to local residents.

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### **REVIEW OF BOARD OF ALDERMEN DISCUSSION GUIDELINES**

The purpose of this agenda item was to provide the Board of Aldermen time to review and discuss a draft update to the Board of Aldermen discussion guidelines.

Alderman Seils introduced this item and clarified that the intent was to consolidate various lists of discussion guidelines into a single list.

Warren Miller, a facilitator with Fountainworks, guided the discussion. He had served as facilitator during the Board Retreat on March 23, 2019. He began by asking whether any of the Board members had an opportunity to use the techniques that were discussed at the retreat.

Alderman Foushee said these were used at every meeting and would be useful during this meeting's budget discussion.

Alderman Seils remarked that the discussions at the retreat helped him appreciate how the Board interacts during its meetings.

Alderman Haven-O'Donnell said the material discussed at the retreat helped during several recent Board discussions. She noted that "a bridge needs to be built," but the Board is not sure what tools are needed to build that bridge. She also stated that the materials provided for this agenda item were too voluminous and noted that she had provided a 10-point document that captures much of the intent.

Alderman Slade expressed that one of the valuable take aways for him from the retreat was the point that when decisions cannot be arrived at through consensus they are done through a vote and that sometimes there is a reluctance by the board to make decisions because they would rather keep the peace and that that approach is a disservice to the community because 'not making a decision' is a de-facto decision in disguise; he expressed that the board needs to come to terms with this reality so that it can make decisions candidly. He said that he preferred the concise and shorter versions of the guidelines that were previously posted.

Alderman Gist said that the Board needs to be OK with not reaching consensus sometimes and the Board needs to be able to do this in a manner that doesn't minimize the concerns of the people who are not in the majority on certain issues.

Alderman Chaney said she believes that the Board behaves differently in closed sessions versus open sessions, and wishes that the Board behaves as well in closed sessions as in open sessions.

Warren Miller displayed the list of updated discussion items and asked if any Board members had comments on the content of the list. He also acknowledged the list that was provided by Alderman Haven-O'Donnell.

Alderman Haven-O'Donnell said the list she provided was used in diversity training and inclusionary conversations and felt that it could be a concise and effective tool.

Warren Miller acknowledged the ideas that were provided by Alderman Haven-O'Donnell. He then asked the Board to comment on the updated list that was provided by the staff.

Alderman Foushee asked whether some of the items on the list could be combined.

Alderman Chaney reviewed the background of this issue and stated that she didn't want to spend time "wordsmithing" the list.

Alderman Seils noted that many of the previous comments were related to making the list more useful and concise.

Alderman Foushee stated that everyone's input is important and won't always sound the same when coming from different people.

Warren Miller asked about the purpose of having the list.

Alderman Foushee stated that it is for public display.

Alderman Haven-O'Donnell said it shows our values.

Alderman Gist reviewed the history of the list and the original purpose. She said it was meant as a reminder of how to discuss things in a civil manner, not to stifle communication.

Alderman Chaney expressed a preference for the 5 Tips for Civil Discourse list.

Alderman Gist stated that the phrase "Share all relevant information" should be added.

Alderman Haven-O'Donnell noted a potential conflict between item #3 and item #5 on the 5 Tips for Civil Discourse. She felt the phrase "lead with what you are for" could be counter-productive.

Alderman Chaney agreed with a need to change #5.

Alderman Gist addressed the term “binary thinking” in the list and stated that it is sometimes unavoidable.

Alderman Foushee felt that the lists could be used for Board of Aldermen or Advisory Board orientation rather than posted in the boardroom.

Alderman Seils summed up the inputs and provided the following direction:

1. Use the 5 Tips for Civil Discourse, but change item #5 to add language about finding common interests and not being inflexible.
2. Add the phrase “Share all relevant information.”
3. Have the longer lists available for use in new member orientation.

Alderman Chaney asked that the “Community Norms” list that was provided by Alderman Haven-O’Donnell also be used for new member orientation.

Warren Miller asked how the list will be used.

Alderman Gist said it will serve as an agreement of how the Board will strive to act.

Alderman Seils said it will be a reminder to himself about how to act. It should be posted in the boardroom and referenced during discussions.

Alderman Gist felt that the list should be included in meeting agendas and on the website so it part of the cultural DNA.

Alderman Chaney felt that the list should be read by the Mayor or Mayor Pro Tem prior to meetings in which large audiences are present.

Alderman Seils provided direction to staff to finalize the list as previously discussed.

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### **BUDGET WORKSESSION - CAPITAL PROJECT DELIVERY, CLIMATE ACTION PLANS IMPLEMENTATION AND STAFF CAPACITY**

The purpose of this item was for the Board of Aldermen to discuss the current scope and scheduling of active capital projects and the implementation of town and community climate action plans and associated staff capacity and to advise regarding expectations that could affect prioritization and delivery.

David Andrews, Town Manager, introduced this item. He noted that the recommended budget totals \$58,000,000 of which \$31,000,000 is for capital projects. He stated that the recommended budget does not change the tax rate. He requested feedback from the Board as to the expectations for the delivery of services and projects and whether these are being provided in an appropriate timeframe.

Trish McGuire, Planning Director, provided the staff report. She discussed key priorities for the Town, the status of various projects, staff capacity, budgetary impacts and climate-related considerations.

Alderman Foushee asked about bus shelter improvements and whether the plan called for across the board upgrades of bus shelters or whether they would be prioritized.

Trish McGuire said an assessment will be made on the condition of all bus shelters, to include ADA considerations, and the information will be provided to the Board so it could determine a way forward.

Alderman Gist acknowledged the sharing of responsibilities between the Board and staff. She asked that the “staff impact” statement for each agenda item be honest so the Board can accurately determine the staff workload for each project. She also suggested adding a “climate change impact” statement for each agenda item.

Alderman Slade expressed gratitude for the opportunity to look at staff capacity and budget capacity relative to what the needs are. He stated that for him and for many people, and especially young people, the concern is that the planet is burning and that everyone who is an adult has been, for too long, acting like everything is fine, at a time when some people are saying that “the house is on fire!” What is being called for is for us to step it up in a manner that has never been done before, perhaps the closest analogy that is being used is the transformation of the economy that happened during WWII. So when looking at the budget, he stated, we need to look at it with an eye as if our house is burning. He proposed that for the next year we expend resources, effort, staff time, advisory board time, BOA time and community time to develop two budgets: one that is Business as Usual and another that is the Climate Emergency budget. The year by year budgets would be part of a 10 year budget plan for funding the implementation of the climate action plans. Another reason for getting ready he explained was that come 2020 we need to expect a progressive Senate and presidency that will allow for the implementation of a Green New Deal and when that happens the town needs to have shovel ready projects ready for the federal support that will happen. He expressed the facility condition assessment project that the town is taking on has to be integrated with the goals of the climate action plans, the assessment needs to go beyond facilities maintenance assessment to include planning and costing for net neutral and net positive; net positive to power the transportation fleet for when it is all electrified. He identified revenue generation opportunities such as the parking district, to address accessibility to the downtown more comprehensively than through parking and parking decks; to instead find solutions that are more climate emergency aligned. He stated that the EAB is caught up with development review and has expended close to 10% of their time only on climate change. He said that he is expressing again that we need a climate implementation advisory board separate from an environmental advisory board. He stated that again he feels we need a dedicated staff person who does development review from an environmental standpoint and another who is dedicated to climate change. He stated there is a lot of dissatisfaction on the EAB stemming from the little time that is dedicated to implementing the climate action plans, to the point that some have already expressed they would leave that board if more time is not dedicated to addressing climate change. In summary, Alderman Slade proposed that in this budget we identify funds so that in the coming year there are enough resources to develop short and long term climate emergency budget plans, (and if necessary two yearly budget plans the BOA can choose from) for implementing the towns climate actions plans. He stated that these budget plans need to be finalized by the next budget cycle. He stated that he would leave it to staff to assess if the resources for developing these climate emergency budgets in that timeline necessitates raising taxes this year or not.

Alderman Chaney commented on transportation projects, noting that transportation issues have significant impacts on the environment as well as impacts on quality of life and equity. She acknowledged the issue of staff capacity in dealing with transportation projects but felt that there is a need to expedite some transportation projects. She suggested having a short-term consultant to help with planning, as well as concessions on the part of the Board to improve efficiencies in its processes so projects can get accomplished sooner. She recommended prioritizing projects, with a focus on climate change, and following ways they can be executed in a fast-track manner. She recommended identifying shovel-ready projects that could be quickly implemented if funding becomes available. She also suggested that the advisory board process could be streamlined and be used in a more efficient way.

Alderman Gist noted that Chapel Hill got in trouble when it moved quickly on certain projects, but expressed support for the general idea of finding efficiencies in processes.

Alderman Haven-O'Donnell expressed support for Alderman Slade's concept of dual budgets and his emphasis on capital projects that are net-positive in terms of energy efficiency. She recommended having a budget that would show the impact of having a climate-focused staff member and wanted to see that included by next year. She also expressed support for the notion of shovel-ready projects that Alderman Slade and Alderman Chaney had previously discussed and wanted to know the timelines for such projects. She asked about food choice and wanted to know what was happening on that topic. She took issue with Alderman Slade's comment suggesting that younger people are more concerned with climate change. She stated that the community should not be divided by ageism.

Alderman Slade stated that it was not his intention to cause a divide, he stated that what he was trying to do was channel Greta Thunberg and the movement that she represents and that they speak of needing to take action in a way that nobody has before. He expressed agreement with Alderman Haven O'Donnell that division is counterproductive. He stated that we need to do this together because we can't afford to not do it together. He said that he was sorry if his words were hurtful in some way, but that he is totally inclusive. He stated that he doesn't consider himself as youthful as other people are. He stated that he does consider himself of the generation that has failed and that he would be the first to say that. He stated that his saying that is not to beat himself up but rather to be real about where we are and how much has to get done.

Alderman Haven-O'Donnell asked Tina Moon to explain some details about the Orange County Transportation Plan and the transit tax.

Tina Moon, Planning Administrator, discussed the cost-sharing agreement between Durham County and Orange County and how the termination of the light rail project could result in funds being freed up for other purposes.

Alderman Haven-O'Donnell wanted to know how much money was at issue.

Tina Moon said she didn't know, but it would be up to the Town to make a request.

Alderman Seils said there is a need to do some reallocating of resources, but there needs to be a decision as to whether this is done at the local level or in a coordinating role at the regional level.

Alderman Haven-O'Donnell asked whether it is possible that money could be reallocated to a sustainability coordinator.

Tina Moon said it probably could not be used for that specific purpose, but it could be used for a position that administers transportation projects that are identified in the Comprehensive Plan.

Alderman Haven-O'Donnell said there is a strong case to be made that a sustainability coordinator or climate-change coordinator is a perfect fit, given that one of the core reasons for the light rail project was to address climate issues.

Alderman Seils noted that the statutory language allowing money to be spent from the transit tax revenue is limited to transit-related issues.

Alderman Haven-O'Donnell raised the possibility of an internal, Carrboro-only, shuttle service that could connect the South Green, 203, and Shelton Station centers.

Alderman Seils stated that the projects in the transit plan have already been determined.

Tina Moon said this is something that Chapel Hill Transit might address in its plan.

Alderman Seils suggested that the Chapel Hill Transit Short-Range Transit Plan is the right avenue to explore this type of service. He stated that this plan has been in the works for over a year and has included requests for additional hours of service and tweaking of routes.

Alderman Seils addressed Trish McGuire's presentation and noted the significance of the interplay between scheduling and resources that the presentation highlighted. He also noted that some of the projects that were discussed will require resources or support from outside sources. He acknowledged that her presentation highlighted the issue of capacity. He stated that her previous presentation on the scope of work for the Comprehensive Plan called for the equivalent of 3 full-time staff members to be pulled from their existing work to complete this project. He expressed discomfort at pulling this amount of staff capacity to accomplish this project, potentially to the detriment of other priorities such as climate change efforts. He said that it seems like more staff will need to be hired. He also noted that there is a planning position that has not been filled but has already been authorized by the Board.

Alderman Gist wanted to know whether that position was close to being filled.

Trish McGuire said the position had been advertised and none of the applicants fit the requirements, but the position is being redefined with the hope that it will be advertised by the second week of June.

Alderman Slade asked about the description of the position.

Trish McGuire said it will probably be a Senior Planner with experience similar to the current Environmental and Transportation Planners and include experience in comprehensive planning.

David Andrews said there needs to be one more position in addition to the unfilled position in order to accomplish the Comprehensive Plan while also doing all of the other planning roles.

Trish McGuire discussed the workload of Town employees and said there is not a lot of depth in staff capacity.

David Andrews stated the need for an engineering technician in addition to a staff planner. He said that an increase in property taxes might be required to fund the additional staff. He explained that the Town has a goal of roughly 5%, or approximately \$1,000,000, margin in funding. If this could not be met, then maybe property taxes should be increased.

Alderman Chaney asked whether staff cost was factored into the budget for capital projects.

David Andrews stated that the only things budgeted for in capital projects are design and construction, not Town staff.

Alderman Chaney suggested using short-term consultants to compensate for staff capacity in order to expedite capital projects.

David Andrews noted that projects often take long periods of time due to fixed requirements, some efficiencies can be found, but some timeline issues are the result of external factors.

Alderman Foushee asked where the streamlining of processes would occur.

Trish McGuire said there are external restrictions in some projects that the Town does not control, but there are opportunities to find efficiency in Town-controlled processes.

Alderman Seils broke the issue into the following categories – the timeline for completing a project and the scheduling of when projects begin, and said these might require different solutions.

Trish McGuire agreed that the scheduling of projects could be adjusted to ensure more projects get completed in a shorter time. She also noted that community input on projects is important and needs to be factored into timelines.

Alderman Seils stated that this meeting is a work session, so the Board should not make firm decisions, but asked for feedback from David Andrews about what the way forward should be.

David Andrews said there is a need to increase staff capacity, and large, long-range projects should still be fully funded, but small projects could benefit from economies of scale, and finding efficiency in staffing could help the small projects move faster.

Alderman Slade expressed that climate mitigation is not being addressed to the degree that it must. He described how over the past ten years other projects have been prioritized over climate mitigation action. He said that he is wary that the Comprehensive Plan will follow this pattern, again pushing aside the implementation of the climate change action plans because of a redirection of resources. He said that within the 10 years on the Board of Alderman there has not been much traction on mitigating climate change, he expressed



wanting to be really clear about what his expectations are in that regard, and what he feels is also a growing sentiment from the community at-large for us to accomplish those goals.

David Andrews noted a difference between the amount of time spent on climate change by Laura Janway, the Town's Environmental Planner, versus the significantly lower percentage of time that the EAB spends on climate change. He asked if there was a way to explain this.

Trish McGuire said this was partly due to some development projects that have been challenging, with the EAB taking time to discuss and develop comments. She said she was working with Laura to structure the EAB's agenda so that items that are added will only be added if they are related to climate action and not related to other topics.

Alderman Slade reiterated his frustration that over the years other projects have been prioritized such as affordable housing and stormwater and now the Comprehensive Plan, taking precedence over climate change.

David Andrews pointed to the Town's actions with sidewalks and public transportation as evidence of projects that focus on climate change.

Alderman Seils noted the examples of climate-focused efforts that were provided in Trish McGuire's presentation and raised the question of whether there is staff capacity to accomplish such projects more quickly.

Alderman Slade spoke again about the need to develop over the next year a long term budget matched to the climate implementation plans and then be presented annually two budgets with one being a climate change emergency budget. He asked the board when they felt would be an appropriate time to make a motion to that effect to formalize the climate implementation process budget process he has described.

Alderman Chaney suggested having an interim step which would be prioritizing tasks and strategies based on carbon reduction outcomes.

Alderman Slade said that is what he was suggesting. Over the next year identify which projects will have a positive climate impact, determine which would provide the best results, then assess the impact of prioritizing these projects: 1) which projects does the town have an ability to have an impact with, 2) what is the 'bang for the buck' relative to money invested for greenhouse gas reduction and 3) if we implement this over a given time period, what does it look like annually in terms of what we would need to forego as operationalized by presenting annually a climate emergency budget to a business as usual budget.

Alderman Gist stated that she needs more clarity before voting on this: what it is we are voting on, how that changed what we are already doing as far as what Laura is doing and what additional work that would be on staff.

Alderman Slade responded that there is a responsibility of them as a board to set the timeframe and the workload and that if it is beyond Laura's capacity to do it then a part of this work-session conversation is to figure out what needs to be done to make it happen. He stated that the Board has already identified climate change as a priority and he did not see a need to wait on making clear and setting what the expectation is of the board for this time next year and having all hands on board towards that effort, understanding that we are well on our way: Laura has already itemized estimates of what the costs of identified climate action projects represent and that now it is a matter of involving the EAB to participate, facilitate and be involved in the effort. He expressed concern of putting this off, summer break passing, and that much more time passing, without a clear mandate being given by the BOA and heard by the EAB and experienced by the community on how serious we are about addressing climate change. He said he is trying to match the emergency to what they would have to be doing this time next year.

Alderman Seils noted that Laura Janway will make a presentation to the Board on June 4 and will discuss some of these issues then. He suggested that be the best time to further delve into some of the questions and issues raised tonight. He also addressed the issue of providing clearer guidance to the EAB.

Alderman Slade wanted to ensure that the resources needed to do a ten year climate budget plan for implementing the climate action plans in time for beginning implementation by the budget cycle next year will be reflected in the current budget. He stated that he didn't know what that means: money for consultants, hiring staff, specific project funding. He stated that this is a budget impact for this year and that the budget needs to reflect that.

Alderman Chaney suggested tasking Laura Janway with determining her capacity to meet Alderman Slade's goals.

Alderman Haven-O'Donnell suggested having the EAB members attend the June 4<sup>th</sup> meeting so they would be present for Laura Janway's presentation.

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### **MATTERS BY BOARD MEMBERS**

Alderman Chaney provided an update on Chaney's Champions, a charity effort she introduced at the Board of Aldermen meeting on April 23, 2019. This charity provides toy stuffed animals for police to use for calming children during incidents. She said the funding goal was exceeded and thanked all of those who helped.

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### **COMMENTS FROM THE FLOOR**

Paul M. Tedesco, a local resident, spoke to the Board about the value of hemp-based solar systems. He suggested that it would be beneficial to the Town's climate and transportation issues and would stimulate the local economy.

Alderman Haven-O'Donnell expressed appreciation for this and said she has discussed this type of issue at the Legislative Breakfast and has raised it at the state level.

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### **CHARGE ISSUED TO RECENTLY APPOINTED ADVISORY BOARD MEMBER**

Charge was issued to Jack Morocco, a recently appointed member of the Economic Sustainability Commission.

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### **ADJOURNMENT**

**MOTION WAS MADE BY ALDERMAN GIST, SECONDED BY ALDERMAN SLADE, TO ADJOURN THE MEETING. VOTE: AFFIRMATIVE SIX, ABSENT ONE (LAVELLE)**

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**Deputy Town Clerk**

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**Town Clerk**