

# *Town of North Topsail Beach*

Joann M. McDermon, Mayor  
Mike Benson, Mayor Pro Tem

Aldermen:  
Richard Grant  
Connie Pletl  
Alfred Fontana  
Tom Leonard



Alice Derian, ICMA-CM  
Town Manager

Nancy Avery  
Interim Town Clerk

## *Nature's Tranquil Beauty*

### Board of Aldermen Regular Meeting minutes Wednesday, December 7, 2022, at 11:00 AM North Topsail Beach Town Hall

The Town of North Topsail Beach Board of Aldermen held its regular meeting on Wednesday, December 7, 2022. There was a quorum of the Board present.

Board members present: Mayor Joann McDermon, Mayor Pro Tem Mike Benson  
Aldermen: Connie Pletl, Richard Grant, Tom Leonard, and Fred Fontana  
Board members absent: None

Staff present: Town Manager Alice Derian, Police Chief William Younginer, Fire Chief Chad Soward, IT Director Ricky Schwisow, Planning Director Deb Hill, Records Specialist Keri Simpson, Finance Officer Caitlin Elliott, Interim Town Clerk Nancy Avery, Town Attorney Brian Edes

Mayor McDermon called the meeting to order at 11 am. Alderman Fontana gave the invocation and Mayor McDermon led in the Pledge of Allegiance.

#### Approval of the Agenda

Motion - Mayor Pro Tem Benson motioned to adopt the agenda as presented; Alderman Leonard seconded; motion approved unanimously (5-0).

#### Manager's Report

Town Manager Derian reported the following:

#### Beach projects

1. Phase Five – ST Wooten resumed the Phase Five project truck haul as scheduled on November 16<sup>th</sup>. They are again using the Gray Street Beach access. They have been working Monday through Friday and as of December 6<sup>th</sup>, which was yesterday, they placed approximately 20,000 cubic yards of sand. That is what has been placed and surveyed as of yesterday. The project will continue until April 30, 2023. Any remaining work will be completed in November and December of 2023. This project in total consists of hauling and placing approximately 636,000 cubic yards of sand along 18,500 feet of shoreline from the Surf City border to around 3686 Island Drive. We used the Town's newly acquired Police Department drone to fly the

project area and posted a video on the project page of the Town's website. We encourage anyone for this project, as well as any other projects that we have going on, to feel free to go to that page anytime on our website. It is on the front page down at the bottom. All updates will be posted there on a timely basis. We also have the drone video footage posted there for everyone to see.

2. The Channel to Jacksonville project - This is an Army Corps of Engineers (Corps) project. We had a site meeting in November as scheduled to discuss the Channel to Jacksonville dredge disposal area along North Topsail Beach. The Corps has awarded a contract to Cottrell Contracting which is going to place approximately 173,000 cubic yards of sand along the inlet area. We received an update last week indicating the contractor at this point in time is looking at running a pipeline about five feet offshore at the end of the island in order to pump within the area required in the contract. Manager Derian reiterated that this schedule is tentative because it is subject to change. The contractor plans to mobilize between December 27th and January 6th and tentative dredging for beach placement will be January 6th through January 20<sup>th</sup>. The Corps said there was nothing at this time to report to the residents and public other than the tentative schedule and that project updates that may have any impacts would be provided with as much advance notice as possible.

3. The Corps Phase Four Coastal Storm Damage Mitigation (CSDM) Fund -The Board passed a resolution at its last board meeting committing the Town to the contract. We received the contract last Thursday, which was provided to Attorney Edes for review. The attorney will advise us today if this needs to be placed on a future agenda for approval or if the resolution incorporated everything.

4. Hurricane Ian response - Under the current declaration, Category B (Cat B) Emergency Protective Measures are available for Federal Emergency Management Authority (FEMA) reimbursement. We had a recovery scoping meeting with FEMA on November 23rd to complete our project worksheets for Cat B. We ended up submitting everything and it was just under fifty thousand dollars. FEMA is still gathering damage information throughout the state to determine if we are going to get a full disaster declaration. If we were to receive that, it would allow us to submit for Category G, but it does not sound like FEMA is going to mitigate beach erosion throughout the state at this point in time. They have damage formulas that they use to determine this. The FEMA representatives that we spoke to indicated they have not been assigned any project damage assessments for all of North Carolina. Our engineers have completed the post Hurricane Ian beach survey and they are currently reviewing the volume loss calculations post Ian.

Mayor McDermon asked if there was any specific area of the beach that had more erosion than others.

Manager Derian replied that is currently being reviewed.

5. Letter from the U.S Department of Interior Fish and Wildlife Service – This letter announced the findings of their five-year review of the boundaries for the Coastal Barrier Resource Act (CBRA). Input is being requested during the 30-day review period that ends December 22<sup>nd</sup>, so if you have any specific comments to provide, please get them to me this week so she can compile for everyone's responses. She asked the Board if there was additional discussion on this.

Mayor McDermon said she would like all of the Board members to know that those folks that are impacted by this potential map change have gone through hoops to have themselves rezoned from CBRA to Federal flood, so if there anything that we can do as a Board to be supportive of them she believes we should.

Mayor Pro Tem Benson stated there are two different things going on here. One is a technical correction to the map unit L06 in Barton Bay that is ongoing and proceeding as scheduled through Congressional review committees. The thing he wants to address and has discussed with Alderman Leonard, is that instead of each Board member giving their own individual comments to the Manager to collate; he would like to develop a comment statement that approaches the CBRA issue from the new tactics that we have been using in 2022 which involves what has happened in terms of CBRA and development and CBRA versus non-CBRA areas so that we lay out the whole thing out again.

Aldermen Leonard stated Congressman Murphy's legislative assistant called him to ask for his email to send him information about the US Fish & Wildlife 5-year CBRA review and the comment submitted by Congressman Murphy on November 22<sup>nd</sup>. It is specifically tailored to any changes in the map areas that are a result of natural forces and specifically things like accretion or erosion. He thinks they are using it as a segue to start the ball rolling for next session to try to get some CBRA action for the Town. He spoke with Mayor Pro Tem Benson and agrees they would like to put something together and make sure that everybody is happy with it. The real purpose of this was just to do the five-year update that really was not to do what we are trying to do with it; but at the same time, since the Congressman's staff is working on it and wants to go that route, it is a good time to do this.

Alderman Fontana asked if this CBRA change that Congressman Murphy is working on is for the entire town limits or just the Barton Bay section?

Aldermen Leonard responded that it would be for the remaining town areas that are in the Coastal Barrier Resources System (CBRS) which is all the areas in Phase One minus the far north, Phase Two, Phase Three and Four. This would do a lot for these areas such as being able to qualify for federal flood insurance, allow a veteran to use his/her eligibility for a home loan and for restoration of beaches after named storms, so it is big if we can get the Town out of this.

Mayor Pro Tem Benson said they would need some help from Town Manager Derian in terms of getting some statistics on developed versus undeveloped parcels in the CBRA area versus the non-CBRA areas of Town as well as the number of acres in Con D in CBRA versus a total number of acres in the CBRA Zone, so that we can use these statistics to show that Congress really did not intend to put North Topsail Beach in CBRA, which did not exist when Map Unit L06 was established by Congress.

Alderman Grant said when we looked at this some time ago, there was the idea of us swapping land. Is that still the plan?

Mayor Pro Tem Benson stated it was looked at but was dropped. He said that we are not

really working with Fish and Wildlife, even though they are in charge of the map units. We have to get Congress to realize that they made a mistake in 1983 when they established Map Unit L06 and try to convince Congress to correct that.

Aldermen Leonard has said on previous visits that Fish and Wildlife has said the maps are incorrect but cannot be changed without direction from Congress.

6. New River Inlet Management Master Plan. Manager Derian added that she, the Mayor, and Mayor Pro Tem met with the Corps a couple of weeks ago on EIS to review the schedule and progress. Our engineer is working on reviewing the modeling that was submitted by CPE, which he expects will take three weeks. Dial Cordy is working on preparing Chapter Four to get to the USACE so that the Notice of Intent should be issued before the end of January. That is the goal. There is another call scheduled later this month to make sure everyone is tracking to make that deadline happen.

Mayor McDermon said Manager Derian has been very tactfully and carefully trying to pull target dates out of the Corps. We still do not have an actual project plan from them that they are living up to, so we have had to push to establish dates

#### 7. Announcements

The first annual Christmas tree lighting was held at Town Hall on November 16<sup>th</sup> and was well attended. Thank you to the Surf City Girl Scouts Troop for serving hot chocolate and goodies as well as the Karen Beasley Sea Turtle Rescue and Rehabilitation Center and staff who helped decorate for the event. It was not only our first tree lighting, but it was our inaugural flight for the recently acquired drone for the Police Department. Thank you to Sergeant Pulawski for providing the drone footage of this monumental occasion. It was posted on our website and social media and has been well received.

A special mailbox is in the Town Hall lobby for letters to Santa. Any letters received that include a name and address up to December 14<sup>th</sup> will be answered.

Manager Derian said the North Topsail Beach Grinding of the Greens announcement will go out today. She has coordinated with a contractor to grind natural, ornament free Christmas trees after Christmas. Residents can drop off their undecorated trees to the designated area which will be at Public Works this year, between December 26 and January 11<sup>th</sup>. The actual Grinding of the Greens will occur on January 12<sup>th</sup> and following that date, free mulch will be available on a first come first serve basis to any residents.

A meeting announcement will be going out noticing a workshop for the Board of Aldermen for Friday, December 16<sup>th</sup> at 9 00 am. Agenda items to date include Committee Assignments and Organizational Goals for 2023.

Alderman Grant asked Manager Derian to provide a financial update on collections for rental income and other financial items for the last six months so they have a forecast for the rest of the year at the January meeting.

Mayor McDermon responded that the property taxes are due by January 5<sup>th</sup>, so it might make more sense to do that at the February meeting to allow them to come in.

Alderman Grant said he was looking more at rental income and things like that and other collections coming in. It would be nice to have that forecast. (Occupancy tax revenue)?

## VI. OPEN FORUM - None

## VII. PUBLIC PRESENTATIONS AND HEARINGS

### Oath of Office Interim Town Clerk

Keri Simpson, Records Clerk, administered the Oath of Office to interim Town Clerk Nancy Avery.

### Evidentiary Hearing for Special Use Permit

To consider request for Special Use Permit submitted by Laura Murphy to renovate 4 Bermuda Landing to remove an existing rear 16'x7.6' deck; construct a 16'x7.6' den addition on 1st habitable level; add a new deck on the 2nd habitable level, and add a new ground floor enclosure.

Town Attorney Edes stated this is a quasi-judicial hearing, similar to a court hearing, and the North Carolina Rules of Evidence will be followed to ensure the applicant has a fair and impartial decision-making body. All witnesses must first be sworn in and will be subject to cross examination.

The Attorney asked the Board of Aldermen the following:

- Has anyone made a site visit to this Bermuda Landing property?  
Response was unanimously no.
- Has anyone had any conversations with the applicant or anyone on her behalf?  
Alderman Grant stated he had received an email from the Homeowners Association offering support of the applicant's request. All other Board members responded no.
- Attorney Edes asked the applicant if she had objections to Alderman Grant participating in the hearing and she responded no, she had no objections.
- Do any Board members have any financial interest with the applicant? Response was unanimously no.

Do any Board members have a close family or personal relationship with the applicant?

- Response was unanimously no.

The Attorney stated to the Board that if the applicant meets the criteria found on page 38 of the Board packet which comes from 2-20 subsection C, subsection 5 of the Town's Code of Ordinances and that evidence is not controverted, then it is the Board's duty to issue the special permit. The Board may append certain reasonable conditions related to the various criteria.

The Board does not have to agree with the two conditions recommended by the Planning Board.

Motion - Alderman Grant motioned to open the evidentiary hearing at 11:27 am; Alderman Fontana seconded; the motion passed unanimously (5-0).

The Attorney administered the oath to the applicant and the Planning director:

*Testimony*

Planning Director Hill testified as follows:

The Planning Board reviewed the SUP application at its October 13th meeting and again at a continued meeting on November 2<sup>nd</sup>. Amendments through the initial application were submitted on November 7th which were an updated preliminary plot plan (exhibit 11); a letter of acceptance from the Homeowners Association (exhibit 12) and a response from Robert Myers, the Division of Coastal Management (CAMA) Minor Permits Coordinator (exhibit 13). The staff report is included as exhibit (1).

The property is zoned R5 and is post Flood Insurance Rate Map (FIRM). It was constructed in 1989 and is a three bedroom, two-bath townhouse with 1,056 heated square feet surrounded by other townhouses in Bermuda Landing as well as a single wide mobile home and a single family home. Lot size is 1,612 square feet.

The Planning Board's recommendation is to approve with the following conditions:

1. not to exceed the current impervious surface and
2. not to encroach into the 10-foot easement

The permit approval also requires an elevation certificate that is based on construction drawings. The request is consistent with North Carolina Administrative Code and complies with all required regulations and standards of the Town's ordinance and with all other applicable regulations

Property is considered legal nonconforming and per CAMA it requires a minor permit.

Prior to the passage of North Carolina General Statutes (NCGS) 160D, this would have been approved at staff level. New statute changes require an evidentiary hearing and approval by the Board of Aldermen.

Notice of the hearing was conducted as per NCGS 160D requirements.

Attorney Edes asked Director Hill if staff states that all criteria has been met? Director Hill replied yes it has.

The Attorney asked the applicant if she is aware that the Planning Board has two conditions and that the subsequent application will require a CAMA permit, an elevation certificate, and a revised flood plat. He also asked if she has objections and she replied that she is aware and has no objections.

The Attorney stated the record shall reflect that no one else wanted to testify. He told the Board the hearing may be closed unless it wants to hear from the applicant.

Motion - Alderman Leonard motioned to close the hearing at 11:46 am, Alderman Pletl seconded and the motion carried unanimously (5-0).

Attorney Edes told the Board that staff has stated all conditions have been met and the applicant has stated no objections therefore he recommends approval of Special Use Permit with the conditions as discussed as part of the hearing:

Motion – Alderman Pletl moved to approve the Special Use Permit with the five conditions of:

- Development shall not exceed existing impervious percentage; i.e., may not be any more nonconforming;
- Development shall not encroach into the 10-foot easement.
- Development Application will require Elevation Certificate based on Construction Drawings for Addition;
- Development Application will require CAMA Minor Permit; and
- Development Application will require revised plat to indicate Special Flood Hazard Area.

Motion was seconded by Mayor Pro Tem Benson and approved unanimously (5-0).

#### Coastal Engineer Update by

Mr. Fran Way of ATM Consulting gave the December 2022 update of North Topsail Beach shoreline, as follows:

- Each phase has different erosion rates and shorelines and different CBRA sections
- Phase 1 and 5 and a small portion of Phase 2 are non-CBRA sections, which gives us a lot more flexibility on what can be done for federal reimbursement.
- Phase 1 is a FEMA mitigation for Hurricane Dorian that was permitted with CAMA to place up to 45,000 cubic yards of material although only 16,000 cubic yards was approved by FEMA. This will be truck haul material with good quality sand.
- The Phase 5 Cat G is ongoing and 20,000 cubic yards of material has been placed and will continue through April 2023.
- Dune re-vegetation was done this summer. Hurricane Ian did some damage which we are monitoring.
- Phase 4 shoreline is a state grant and will be another truck haul. This is a beach nourishment project and CAMA and Corps of Engineers permitting is required. This area is part of the CBRA Zone. This is an ongoing project.
- Phase 1 is in an area outside the CBRA Zone. There is a Fish and Wildlife protected area barrier and the state has some restrictions in the Inlet Hazard area which are part of Phase I.

Alderman Grant asked how are we coordinating between the FEMA nourishment project and the Corps dredging project that will put sand on the beach at the Topsail Reef Condos, as well in January?

Mr. Way responded that there will be a pre-project survey to update the template after the Corps project to see if any changes are needed before starting the FEMA Hurricane Dorian project.

Mayor Pro Tem Benson asked if the yellow highlighted area in Phase I on the slide is where the 45,000 cubic yards of material will go. Mr. Way said yes, the yellow highlighted area is where it will go.

- Phase 5 nourishment for Hurricanes Florence and Dorian has begun. They are working north and hope to finish by February. They will then work from North Gray Street towards the Surf City town limits.
- Phase 4 is very similar to Phase 5 and material will be placed on the 80-100 feet of the beach, not the dune.
- County beach access # 4 for the Onslow County project is permitted and we have the post Hurricane Ian survey. There will be 207,000 cubic yards of material put under the beach house structure to help out the dunes in the immediate area along 650 feet of shoreline. We are waiting on CAMA's review of the post Ian survey before this can begin. It will most likely happen in January, 2023.
- The USACE dredging project is happening and there is ongoing coordination between the dredging company, residents, and the USACE. This is a standard project.
- It looks like about 195,000 cubic yards of sand was lost from Hurricane Ian, mostly in deep water. The sand moves along the shoreline and generally does not move into deep water. The beaches themselves only lost about 20,000 cubic yards per phase with Phase 4 losing the most of 86,000 cubic yards. Phase 5 lost no sand.

Mayor Pro Tem Benson said it looks like the entire beach was surveyed, is that correct? He asked Mr. Way to send the lost sand numbers by phase to Manager Derian for the BISAC committee.

Mr. Way responded that yes, the entire beach was surveyed and he will send the numbers.

#### VIII. CONSENT AGENDA

- Approval of Minutes for October 5, 2022, and November 2, 2022 regular meeting
- Department Head Reports for Finance, Fire, Inspections, Planning and Police
- Committee reports for Planning Board and PPI, Board of Adjustment, TISPC and ONWASA

Attorney Edes asked to add another item as follows:

‘Authorize Town Manager to execute the N.C. Department of Environmental Quality Financial Assistance Agreement as per the Manager’s report earlier in the meeting’.

Motion - Alderman Leonard motioned to approve the Consent Agenda as amended to add an additional item: Mayor Pro Tem Benson seconded; motion approved unanimously (5-0).

#### IX. CONTINUING BUSINESS

##### BISAC Update

Mayor Pro Tem Benson stated the committee met yesterday. There are two items that need your attention. First is a resignation from Phase 2 area. The committee reviewed applications received and voted to recommend appointment of Teri Ward as an at large member. The reason it is an at large appointment is that no suitable applicant was available from Phase 2 or 3.



Motion - Alderman Grant motioned to appoint Teri Ward as at large member; Alderman Leonard seconded; and motion approved unanimously (5-0).

Secondly, the committee is developing and revising a charter or guidelines and will bring that to the Board of Aldermen for review.

Alderman Grant stated that after more research he realized none of the Town's committees have charters, so he is looking at guidelines instead. He asked the Board if they would like to see the guidelines before they go to the committee. He also thinks it will be helpful for the Board to give the committee one or two goals to work on for the next year.

Mayor Pro Tem Benson stated the committee discussed the issue with the New River Inlet Hazard situation with CAMA. That activity was put on pause. The committee learned about how these hazards areas are determined by the Science Panel. They were thinking about making a new comment on this to Department of Coastal Management (DCM), but after going through the science with the Town's coastal engineer advisor who said that the Science Panel's findings in 2019 were correct, the committee decided not to comment.

#### Spring Concert April 1, 2023

Mayor McDermon postponed this item to the December 16, 2023, work session.

### X. NEW BUSINESS

#### Otto Connect, Inc. Subcontract

Town Manager Derian informed the Board this item is for transparency only and does not need to be approved by the Board. The subcontract is for parking signage procurement and installation and is effective December 8, 2022, for a three-month time period with an estimated cost of \$10,500. There will be new signage for 911 emergency clarification and consistency.

#### Otto Connect, Inc. contract amendment # 3

Town Manager Derian said right now there is a \$250 fee for two vehicles for parking. There is a demand for the single fee permit. This document amends the parking agreement to eliminate the park-by-mail option at NTB07 to be consistent with remaining parking lots and to allow an annual parking permit for one vehicle to be purchased at a cost of \$150.

Motion - Alderman Pletl motioned to approve Otto Connect, Inc. contract amendment # 3 to amend the parking agreement to eliminate the park-by-mail option at NTB07 to be consistent with remaining parking lots and to allow the option of an annual parking permit for one vehicle to be purchased at a cost of \$150; Alderman Leonard seconded; the motion passed unanimously (5-0).

#### Fire Protection Interlocal Agreement

Town Manager Derian stated this agreement is between Onslow County and the Town for allocation of \$0.03 of County ad valorem tax rate to be paid to the Town in exchange for fire protection services within the Town's incorporated borders for each fiscal year the agreement is in effect. This was discussed during budget talks. It is not a new tax, but a redirection of an existing tax. We can anticipate a first payment on July 30, 2023, in the next fiscal year of around

\$471,000.

Alderman Grant reiterated that the \$471,000 has to be used for fire services.

Attorney Edes said the following language needs to be added to the agreement:  
'By entering into the agreement, no party to the agreement is waiving their sovereign, governmental or public official immunity'.

Motion - Alderman Grant motioned to adopt the Fire Protection Interlocal Agreement with Onslow County as modified by the Attorney with the addition of authorization to the Town Manager and Attorney to modify as they see necessary; Mayor Pro Tem Benson seconded; motion approved unanimously (5-0).

Alderman Fontana asked Manager Derian if the payment in July 2023 is reimbursement for this current fiscal year? She replied yes, it is and it will be recurring every fiscal year. He also asked if it has to be approved annually. She responded no

#### Agreement - Fire Protection Mutual Aid

Town Manager Derian explained this agreement is for assistance with firefighting in the unincorporated areas of Onslow County. The Fire Chief has reviewed it.

Attorney Edes said the following needs to be added to the agreement:  
'By entering into the agreement, no party to the agreement is waiving their sovereign, governmental or public official immunity'

Motion - Alderman Leonard motioned to approve the Agreement for Fire Protection Mutual Aid; Mayor Pro Tem Benson seconded; motion approved unanimously (5-0).

#### Resolution 2022-0009 American Flood Coalition

Mayor Pro Tem Benson stated this coalition was mentioned at the North Carolina Beach, Inlet and Water way (NCBIWA) meeting recently. This group works to mitigate flooding and flooding issues and is a no-cost forum for best practices and sources of support in developing local and state-level responses to flooding and sea level rise that will enhance the Town's resilience effort. We are the only town on the island that is not a member. The resolution is for the Town to become a member of the American Flood Coalition. Membership does not require any financial support or dues from the Town and will promote the welfare of residents and ensure the prosperity of the Town's economy by accelerating solutions to sea level rise and flooding.

Motion - Alderman Leonard motioned to adopt Resolution 2022-0009 to become a member of the American Flood Coalition, Alderman Grant seconded and the motion approved unanimously (5-0).

#### Resolution 2022-0010 BOA 2023 Meeting Schedule

Town Manager Derian informed the Board that it is required by law to set a yearly meeting schedule for each upcoming year.

Alderman Pletl asked Manager Derian if there had been any comments about changing the meeting time from night today. Manager Derian replied she has not received any comments one way or the other. The observation over the last year was that there were more people in attendance.

Motion - Alderman Fontana motioned to adopt Resolution 2022-0010 Meeting Schedule for the Board of Aldermen for 2023 as presented; Alderman Leonard seconded; motion approved unanimously (5-0).

#### OPEN FORUM

None

#### ATTORNEY'S REPORT

None

#### MAYOR'S REPORT

Mayor McDermon thanked residents that watch the meeting and said that Surf City Mayor Medlin has announced he is resigning for health reasons and thanked him for thirty years of service.

#### ALDERMEN REPORTS

Alderman Pletl thanked all that came and watched the meetings. She said it has been a busy year and we have worked hard to move forward in a positive manner.

Alderman Leonard thanked the Town Manager and staff for the tree lighting as it was a really nice event, the first time in the twenty years he has been here. He attended a NCBIWA meeting this fall and there was a good turnout from the Town. He served as an escort for State Senator Michael Lazzara at the Regiment of Retired Marines, Marine Corp Birthday Ball. Senator Lazzara asked what he could do to help the Town.

Mayor Pro Tem Benson thanked the Town Manager for all her efforts and he hopes they she and her staff can accomplish good things in 2023.

Alderman Fontana thanked the Board for his appointment. He is working to get up to speed real quick.

Alderman Grant said he attended the Onslow County Board of Commissioners meeting on Monday. Jack Bright resigned as Chairman, which is a loss for the Town as he was an advocate, but the good news is that Tim Foster is now Chairman and he is on the Town's BISAC committee. He thanked the Town Manager and staff for all of the accomplishments this year.

#### CLOSED SESSION

As per N.C.G.S. 143-318.11 (a) (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body.

Motion - Alderman Grant motioned to go into closed session at 12:29 pm as per N.C.G.S. 143-318.11 (a)(3) consultation with the attorney; Alderman Leonard seconded; motion approved Unanimously (5-0).

Motion - Alderman Leonard motioned to return to open session at 12:56 pm, Alderman Grant seconded; motion approved unanimously (5-0).

Mayor McDermon stated that no action was taken in Closed Session.

ADJOURNMENT

Motion - Alderman Grant motioned to adjourn at 12:57 pm; Alderman Leonard seconded; motion was approved unanimously (5-0).

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Joann McDermon, Mayor

ATTEST: \_\_\_\_\_  
Nancy Avery, Interim Town Clerk