

**REGULAR TOWN BOARD MEETING OF THE TOWN BOARD  
OF THE TOWN OF NEW HARTFORD, NEW YORK,  
HELD AT TOWN HALL, 8635 CLINTON STREET, NEW HARTFORD, NY ON  
WEDNESDAY, JANUARY 15, 2025 at 6:00 P.M.**

Town Supervisor Miscione called the meeting to order at 6:00 P.M. and led those in attendance in the Pledge of Allegiance to the American Flag. The roll was then taken with the following Town Officials and Department Heads being present during the progress of the meeting.

**TOWN BOARD MEMBERS PRESENT:**

Councilman James J. Messa  
Councilman John Latini  
Councilman David M. Reynolds  
Councilman David Tehan  
Supervisor Paul A. Miscione

**OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:**

Deputy Town Supervisor, Anthony J. Trevisani  
Town Attorney, Herbert Cully  
Town Clerk, Cheryl A. Jassak-Huther  
Highway Superintendent, Richard Sherman  
Highway Foreman, Chris Moran  
Police Chief, Ronald Fontaine  
Assistant Director of Personnel, Barbara Schwenzfeier  
Codes Officer – George Farley

Thereafter a quorum was declared present for the transaction of business.

**I. Board Meeting Minutes**

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Reynolds.

**(RESOLUTION NO. 19 OF 2025)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the meeting minutes for January 2, 2025.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

**II. MATTERS SUBMITTED BY TOWN SUPERVISOR**

- a. Codes Officer Lary Gell (full-time) retired; George Farley (part-time) works with residents very well and Town employees, 51 years as a Fire Chief, we have a lot of Codes stuff coming up; we need someone full-time right now and then hire another Codes Officer; George fits the description of Codes Officer Supervisor; Supervisor Miscione made a motion to make George Farley the full-time Codes Officer Supervisor, also to work with the fire inspectors, work on finding a Full-Time Codes Officer and work with the Codes Dept. as well; no other candidates as this time and we have no one in the Codes Dept.; will discuss in Executive Session with George Farley

### **III. PRESENTATION/PUBLIC COMMENTS**

- a. **C.T. Male Associates** – Solar Project on Chapman Road – held a presentation to the Town Board; The Board has requested more information and to schedule a meeting with the owner of the property and engineer John Dunkle before moving the project forward to the Planning Board; Town Board wants to review survey of the area as well; returning to the Town Board meeting on February 12, 2025
- b. **Richard Matthews** – Dog Park; thanked the Town for the improvements that have been made and the employees who have worked hard on it; vestibule area – no area currently – was very handy and safer for the dogs and users of the park; electronic FOBs currently not working and have residents sign a contract; Supervisor Miscione – everything asked for is going to happen – updates are being made and will start working on it again once the weather breaks and will be fully running – work is being done in house to save money – dog wash station and water for the dogs to drink – fencing will be finished this spring (gates, etc.); Richard asked if better system to communicate with the members – Cheryl will start communicating with the members (updates etc.) via email.
- c. **Cindy** – Chapman Road; Snow removal – guys do a great job – sidewalks – back of machine wider than the sidewalks? – Rick said same, just newer machine – Cindy – just thought wider cause markers knocked over and neighbors mailbox knocked over – just asked if driver can control the speed; Snowbanks – look angular – we throw our snow and just asking to cut banks back just a little more – don't want to put snow back on sidewalk for Town to clear; Solar – been told for 25 years can't build anything cause of gas line – Supervisor Miscione – coming back in Feb. – personally don't know about gas pipe – Planning Board will look into that

### **IV. REPORTS BY TOWN DEPARTMENT**

#### **a. TOWN CLERK**

- i. **Town and County Tax Update** – received over \$4 million since January 1, 2025 and the Clerk's Office reconciles exactly to the penny with the tax program and Adirondack Bank; Thank you to Cathedral Corporation for all their help in getting the tax bills out and working with the Clerk's Office right down to the wire
- ii. **Town Supervisor** – on the same topic of money – Christina Lacy is resigning as full-time; will work part-time just to do the bills (temporarily until another person is hired; The Town Clerks Office will do ALL the cash receipts through Cheryl

(Town Clerk) and will all go on the Supervisors Monthly Report Cheryl submits every first of the month

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Messa.

**(RESOLUTION NO. 20 OF 2025)**

**RESOLVED**, that the New Hartford Town Board does hereby approve for Town Clerk Cheryl Jassak-Huther to take in all cash receipts for the Town and add to the monthly statement that is posted online on a monthly basis.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Reynolds.

**(RESOLUTION NO. 21 OF 2025)**

**RESOLVED**, that the New Hartford Town Board does hereby approve Christina Lacy, Temporarily, part-time (17.5 hours), \$22.66 an hour, to pay the bills for the Town.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

**b. POLICE CHIEF RONALD FONTAINE**

**i. Police Officer Appointment**

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Reynolds.

**(RESOLUTION NO. 22 OF 2025)**

**RESOLVED**, that the New Hartford Town Board does hereby approve Dillian Evans, full-time police officer, pending Oneida County Personnel approval for date (effective), per PD contract.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

**V. EXECUTIVE SESSION – CODES OFFICER**

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Messa.

**(RESOLUTION NO. 23 OF 2025)**

**RESOLVED**, that the New Hartford Town Board does hereby approve to enter into Executive Session at 7:44pm.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Reynolds.

**(RESOLUTION NO. 24 OF 2025)**

**RESOLVED**, that the New Hartford Town Board does hereby approve to come out of Executive Session at 8:36pm.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

**VI. MATTERS SUBMITTED BY TOWN SUPERVISOR**

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Reynolds.

**(RESOLUTION NO. 25 OF 2025)**

**RESOLVED**, that the New Hartford Town Board does hereby approve to hire George Farley as Codes Department Head, full-time, effective 1/16/2025, permanent, at the starting salary of \$65,000.00 a year

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Nay
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Nay
Supervisor Miscione	-	Aye

Resolutions PASSED with three (3) affirmative votes and duly **ADOPTED**.

**VII. MATTERS SUBMITTED BY COUNCILMEN**

**a. COUNCILMAN TEHAN**

- i. Codes Officer Vacancy** – Barb provided a list; George Farley to go over list and bring them in for interviews (list from civil service, they didn't apply); Board can sit in on interviews – George will work with Barb to set up interviews
- ii. Bonadio Engagement Letter** – cost remains the same; opportunity for monthly costs to go down; Supervisor Miscione would like a price to just do it and done right since no one here do meet with; Councilman Tehan and Supervisor Miscione will work together with Bonadio to get it done (come up with a process to close x number of accounts and track ledgers, consolidate accounts – Supervisor Miscione – by the end of February)

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Messa.

**(RESOLUTION NO. 26 OF 2025)**

**RESOLVED**, that the New Hartford Town Board does hereby approve to sign the 2025 Bonadio Engagement Letter \$4,750 per month (not to exceed).

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye

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Councilman Tehan	-	Aye
Supervisor Miscione	-	Abstain

Resolutions PASSED with four (4) affirmative votes and duly **ADOPTED**.

**b. COUNCILMAN REYNOLDS**

- i. Total number of fire inspections completed for the year 2024 – 237
- ii. Total fees (dollars collected B-15600-0) for the year 2024 - \$87,187.16 (\$52,524 budgeted in 2024)
- iii. Asked George Farley to work with inspectors, files squared away, etc.
- iv. Brought in more money than years past
- v. Don't know how many didn't get to in 2024

**VIII. MATTERS SUBMITTED BY TOWN SUPERVISOR**

**a. 2025 Salary Schedule**

**2025 Salaries**

WHEREAS, Town Law, Section 27, provides that the Town Board of each town shall fix, from time to time, the salaries of all officers, officials and employees of said town, whether elected or appointed, and determine when the same shall be payable;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Hartford does hereby approve and establish the following Schedule of 2025 Salaries for the employees and officials of the Town of New Hartford, payable in the manner designated:

<u>Title and Name</u>	<u>2025 Rate</u>	<u>2025 Salary</u>	<u>Manner of Payment</u>
Councilman James Messa		\$16,000	bi-weekly
Councilman John Latini		\$16,000	bi-weekly
Councilman David M. Reynolds		\$16,000	bi-weekly
Councilman David Tehan		\$16,000	bi-weekly
Town Justice David Longieretta		\$18,000	bi-weekly
Senior Justice William Virkler		\$ 3,564	bi-weekly
Town Justice William M. Virkler		\$30,450	bi-weekly
Clerk to Court Justice Dorothy Spina	\$23.78/hr		bi-weekly
Clerk to Court Justice Meghann Wheat	\$22.66/hr		bi-weekly
Supervisor Paul Miscione		\$32,000	bi-weekly
Deputy Town Supervisor Anthony Trevisani		\$ 1,200	annually
Sr. Office Specialist Christina Lacy	\$22.66/hr		bi-weekly
Assessor Darlene Abbatecola	\$38.33/hr		bi-weekly
Real Property TSA Teresa Webb	\$25.81/hr		bi-weekly
BAR Member Wilmar Sifre		\$ 400	annually
BAR Chairman Duane C. Farr		\$ 500	annually
BAR Member Anthony Trevisani		\$ 400	annually
BAR Member Byron W. Elias		\$ 400	annually
BAR Member Jonathan Purdy		\$ 400	annually
Town Clerk Cheryl Jassak-Huther		\$61,672	bi-weekly

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Deputy Town Clerk I Donna Owens	\$22.66/hr	bi-weekly
Secretary Denise Hensel	\$22.66/hr	bi-weekly
Clerk PT Shannon Madore	\$20.00/hr	bi-weekly
Asst. Dir. of Personnel Barbara Schwenzfeier	\$48.32/hr	bi-weekly
Town Attorney Herbert J. Cully		\$87,550 bi-weekly
Buildings & Grounds, Edgar Lopez-Duran	\$28.84/hr	bi-weekly
*Police Chief Ronald Fontaine	\$69.10/hr	bi-weekly
*Police Lieutenant Thomas Hulser	\$57.97/hr	bi-weekly
*Police Officer Kristy Allen	\$39.25/hr	bi-weekly
*Police Officer Justin Baxter	\$36.30/hr	bi-weekly
*Police Officer Annemarie Brelinsky	\$44.32/hr	bi-weekly
*Police Officer Eric Cappelli	\$42.21/hr	bi-weekly
*Police Officer Robert Cornish	\$42.21/hr	bi-weekly
*Police Officer Sanel Galijasevic	\$42.21/hr	bi-weekly
*Police Officer Justin Gehringer	\$44.32/hr	bi-weekly
*Police Officer Brett Grabeldinger	\$42.21/hr	bi-weekly
*Police Officer Jeffrey Kistner	\$36.30/hr	bi-weekly
*Police Officer Amir Knighton	\$36.30/hr	bi-weekly
*Police Officer Emrah Latic	\$42.21/hr	bi-weekly
*Police Officer Mark Moskal	\$42.21/hr	bi-weekly
*Police Officer Alexander Palmer	\$36.30/hr	bi-weekly
*Police Officer Joseph Pruckno	\$36.30/hr	bi-weekly
*Police Officer Patrick Sacco	\$44.32/hr	bi-weekly
*Police Officer S. Armin S. Shabastary	\$36.30/hr	bi-weekly
*Police Officer Adam Sardina	\$42.21/hr	bi-weekly
*Police Officer Stacie Skidmore	\$42.21/hr	bi-weekly
*Police Officer Andrew Sobel	\$42.21/hr	bi-weekly
*Police Officer Nicholas Spina	\$50.09/hr	bi-weekly
*Police Officer Jordan Spinella	\$42.21/hr	bi-weekly
*Police Officer Matthew Sica III	\$42.21/hr	bi-weekly
*Police Officer Part-time Barton Paczkowski	\$42.21/hr	bi-weekly
*Police Officer Part-time Donald Cinque	\$42.21/hr	bi-weekly
*Police Officer Part-time Gaetano LaGatta	\$42.21/hr	bi-weekly
*Police Officer Part-time Jason Livingston	\$42.21/hr	bi-weekly
*Police Officer Part-time Anthony Salerno	\$42.21/hr	bi-weekly
*Police Officer Part-time Michael Slade	\$42.21/hr	bi-weekly
*Police Officer Part-time Richard Wehrle	\$42.21/hr	bi-weekly
*Police Sergeant Andrew Allen	\$50.09/hr	bi-weekly
*Police Sergeant Peter Allen	\$50.09/hr	bi-weekly
*Police Sergeant Jeffrey Emerson	\$50.09/hr	bi-weekly
*Police Sergeant W. Jason Freiburger	\$50.09/hr	bi-weekly
*Police Sergeant Nicholas Spina	\$50.09/hr	bi-weekly
School Crossing Guard Judith Butler	\$12.37/hr	bi-weekly
School Crossing Guard MaryAnn Jordan	\$12.37/hr	bi-weekly
School Crossing Guard Jacqueline Mosakowski	\$12.37/hr	bi-weekly
School Crossing Guard Peter Rebisz	\$12.37/hr	bi-weekly
School Crossing Guard Tina Ryan	\$12.37/hr	bi-weekly

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PT Clerk Debra Spadafora	\$20.06/hr	bi-weekly
Office Specialist I Brittany Cosentino	\$22.66/hr	bi-weekly
Animal Control Officer John Treen	\$27.26/hr	bi-weekly
Office Specialist II Susan Keller	\$22.66/hr	bi-weekly
Highway Superintendent Richard Sherman	\$50,626	bi-weekly
Youth Employment Director Cheryl Jassak-Huther	\$3,500	annually
Laborer Anthony Messa	\$22.00/hr	bi-weekly
Working Supervisor Haoran Chen	\$22.80/hr	bi-weekly
Working Supervisor John Randall	\$30.69/hr	bi-weekly
Laborer Tyler Moran	\$20.00/hr.	bi-weekly
Registrar of Vital Statistics Cheryl Jassak-Huther	\$15,659	annually
Dpty Registrar of Vital Statistics Theresa Messa	\$22.66/hr	bi-weekly
Supervising Code Enforcement Officer	\$35.71/hr	bi-weekly
Codes Enforcement Officer Lary Gell	\$31.52/hr	bi-weekly
Codes Enforcement Officer PT George Farley	\$24.72/hr	bi-weekly
Fire Inspector Part-time Michael Connors	\$22.66/hr	bi-weekly
Fire Inspector Part-time Daniel Trevisani	\$22.66/hr	bi-weekly
Fire Inspector Part-time Steven Karrat	\$22.66/hr	bi-weekly
Laborer Dolores B. Shaw	\$22.95/hr	bi-weekly
Zoning Board of Appeals Chairman Randy Bogar	\$208.33	per diem
ZBA Member Timothy Tallman	\$104.17	per diem
ZBA Member Daniel McNamara	\$104.17	per diem
ZBA Member Lenora Murad	\$104.17	per diem
ZBA Member Byron W. Elias	\$104.17	per diem
ZBA Member Michele Mandia	\$104.17	per diem
ZBA Member Dominick Timpano	\$104.17	per diem
ZBA Member Alternate Michele DeTraglia	\$104.17	per diem
ZBA Member Alternate John D'Amore	\$104.17	per diem
Planning Board Chairman Heather Mowat	\$208.33	per diem
Planning Board Member Lisa Britt	\$104.17	per diem
Planning Board Member James Decker	\$104.17	per diem
Planning Board Member Manzurul Sikder	\$104.17	per diem
Planning Board Member Julius V. Fuks, Jr.	\$104.17	per diem
Planning Board Member Wilmar Sifre	\$104.17	per diem
Planning Board Member Rocco Arcuri	\$104.17	per diem
Planning Board Member Alternate Peter Blanchfield	\$104.17	per diem
Planning Board Member Alternate Joseph Chiffy	\$104.17	per diem
Automotive Mechanic		
William Bell	\$29.82/hr	bi-weekly
Lynne Brodock	\$29.82/hr	bi-weekly
Jeramy Waterman	\$29.82/hr	bi-weekly
Heavy Equipment Operators:		
Matthew Brown	\$25.60/hr	bi-weekly
Thomas Farley	\$25.60/hr	bi-weekly
Ferdinand Callahan	\$27.02/hr	bi-weekly
Keith Gehringer	\$30.31/hr	bi-weekly
Corey Halpin	\$30.31/hr	bi-weekly



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Christopher R. Moran	\$30.31/hr	bi-weekly
Jeff Mundrick	\$30.31/hr	bi-weekly
Thomas Panzone	\$30.31/hr	bi-weekly
Michael Smoulcey	\$30.31/hr	bi-weekly
Motor Equipment Operator		
Ryan Conte	\$22.00/hr	bi-weekly
Candy Currier	\$26.79/hr	bi-weekly
Daniel Currier	\$22.53/hr	bi-weekly
William Farley	\$22.53/hr	bi-weekly
Gerald Gage	\$22.00/hr	bi-weekly
Devin Goracy	\$22.00/hr	bi-weekly
David Jones	\$22.00/hr	bi-weekly
Matthew Jones	\$22.53/hr	bi-weekly
Jeffrey Kolek	\$23.14/hr	bi-weekly
Sean Nadeau	\$22.00/hr	bi-weekly
Robert Walker	\$22.53/hr	bi-weekly
Shawn Yager	\$22.00/hr	bi-weekly
Sewer Superintendent Richard Sherman	\$28,000	annually

The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Reynolds.

**(RESOLUTION NO. 27 OF 2025)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the 2025 Salary Schedule.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

**b. Cable Franchise Fee Audit Agreement**

The following Resolution was then introduced for adoption by Councilman Reynolds and duly seconded by Councilman Latini.

**(RESOLUTION NO. 28 OF 2025)**

**RESOLVED**, that the New Hartford Town Board does hereby approve for Supervisor Miscione to sign the Cable Franchise Fee Audit Agreement with Troy and Banks.

The Town Board voted upon roll call, resulting as follows:

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Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly **ADOPTED**.

**c. VOUCHERS**

1/15/2025

RECORD OF CLAIMS #1

24-02155 - 24-02163	
A	\$3,756.76
B	\$12.30
BP	\$74,182.15
DB	
F	
SF	
SL	
SS	
TA	\$10,586.99
HEP	
HMA	
HTA	
<b>TOTAL</b>	<b>\$88,538.20</b>

RECORD OF CLAIMS #2

24-02168-24-02175	
A	\$123.85
B	\$1,118.00
BP	
DB	\$2,876.30
F	
SF	
SL	
SS	\$699.71
TA	
HEP	
HMA	
HTA	
<b>TOTAL</b>	<b>\$4,817.86</b>

RECORD OF CLAIMS #5

24-02198-24-02230	
A	\$33,637.38
B	\$7,120.66
BP	\$10,634.33
DA	
DB	\$991.88
F	
SF	
SL	\$2,008.14
SS	\$464.66
TA	\$5,807.03
HEP	
HMA	
HTA	
<b>TOTAL</b>	<b>\$60,664.08</b>

RECORD OF CLAIMS #3

24-02177-24-02187	
A	\$6,426.80
B	\$133.17
BP	\$5,200.38
DB	
F	
SF	
SL	
SS	\$64.01
TA	\$18,105.01
HEP	
HMA	
HTA	
<b>TOTAL</b>	<b>\$29,929.37</b>

RECORD OF CLAIMS #4

24-02188 - 24-02193	
A	\$14,573.34
B	
BP	
DA	
DB	
F	
SF	
SL	
SS	\$1,085.38
TA	
HEP	
HMA	
HTA	
<b>TOTAL</b>	<b>\$15,658.72</b>

RECORD OF CLAIMS #6

24-02164-25-00040	
A	\$88,604.54
B	\$1,811.61
BP	\$178,822.93
DA	
DB	\$126,076.77
F	
SF	\$2,282.45
SL	
SS	\$30,297.90
TA	
HEP	
HMA	\$30,124.98
HTA	\$29,898.49
<b>TOTAL</b>	<b>\$487,919.67</b>

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The following Resolution was then introduced for adoption by Councilman Latini and duly seconded by Councilman Reynolds.

**(RESOLUTION NO. 29 OF 2025)**

**RESOLVED**, that the New Hartford Town Board does hereby approve the vouchers.

The Town Board voted upon roll call, resulting as follows:

**d.**

**ADJOURNMENT**

There being no further business to come before the Board, upon motion duly made by Councilman Latini and seconded Councilman Reynolds, the meeting was adjourned at 9:00pm.

**(RESOLUTION NO. 30 OF 2025)**

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Latini	-	Aye
Councilman Reynolds	-	Aye
Councilman Tehan	-	Aye
Supervisor Miscione	-	Aye

The Resolutions were unanimously carried and duly ***ADOPTED***.

Respectfully submitted,

Cheryl Jassak-Huther

Town Clerk

2/1/2025