



Nederland Planning Commission

MINUTES

Wednesday, November 20, 2013 ~ 7:00 pm
Nederland Community Center
750 Highway 72 North

1) Call to Order

Chairman Larsen called the meeting to order at 7:06 p.m.

2) Roll Call

Present: Chairman Kris Larsen, Vice Chairman Roger Cornell and Commissioners Lisa Mayhew, Steve Williams, Betty Porter, and Trustee Liaison Kevin Mueller.

Also present: Town Administrator Alisha Reis and Deputy Town Clerk Cynthia Bakke.

Absent: Commissioner Mikki Osterloo

3) Approval of minutes from October 23, 2013

A motion to approve the minutes as read was made by Commissioner Cornell, seconded by Commissioner Williams, 5 in Favor, with Trustee Liaison Mueller abstaining from the vote due to absence at the last meeting.

4) Public Comment

There was no public comment not pertaining to the Agenda.

5) Information Items

The Public Hearing was preceded by a presentation by Project Engineer Brian MacLaren and Sustainability Coordinator Conor Merrigan. The overview offered the latest information about the NedPeds Project as presented to CDOT, the grant administrator who still reviewing plan elements. Merrigan explained that they are seeking approval on the plan as submitted in the Final Office Review (FOR) to CDOT. He clarified that minor changes are allowable, though anything significant may need to come back before the respective Boards. They presented the highlights of project changes, doing a virtual, verbal walk-through of the project from end to end. The alternates are spurs connecting to the highway from Snyder, as well as the spur from the Post Office edge up to highway no longer included within the project due to necessary cost reductions.

Merrigan explained that the grant requires an ADA-accessible multi-modal eight-foot pathway, from the Library to the Post Office. When the project was refocused along 2nd Street, they leveraged grant dollars for improvements to manage stormwater, improve water quality and promote biodiversity.

Merrigan said that the current plan as proposed will include extensive, green-infrastructure drainage improvements, with maintenance and upgrades upon system pipes, new ditches, and a high degree of permeability throughout, including under-drainage elements. Water will filter through the under-drainage consisting of ten inches of gravel, with an overflow pipe to channel excess runoff more rapidly to the creek. Every effort has been made to enhance sustainability, and Merrigan said it retains the project's integrity despite the removal of some elements due to cost. He summarized the project as a very effective, low-maintenance system, that will enhance safety and multi-modal access, with aspects to slow traffic, provide drainage to increase water quality and reduce as much flooding burden along 2nd Street as possible.

MacLaren referred to the cross-section map of the road as viewed down centerline of the project area, discussing elements of the project from west to east. Between the RTD Park-n-Ride and the Mining Museum, the shoulder width will increase from four-feet to a paved width of five-feet, meeting standard bike-lane criteria. Along the road's north side, a five-foot concrete paved walkway is proposed and the additions in both directions will accomplish the requisite width for a multimodal pathway. The pathway's joints will be sawed-through, allowing a path for infiltration into the gravel layer. The area between the pathway and road edge will have gravel for longitudinal conveyance to increase permeability, with a pipe below acting as a backup system in case of freezing. These improvements are intended to direct water off the street to be expedited into the creek, tying into drainage under the Library parking lot. MacLaren noted that ditches will be re-graded upon Jefferson and Snyder Streets, enhancing drainage in various locations. A new sidewalk is proposed from Jackson Street to Jefferson Street, past part of the Mining Museum.

Continuing east, MacLaren noted that from the round-about to Snyder Street, the multimodal pathway will run the full width along the road's south side, tucked up as close to the right-of-way as possible. There will be a gravel drainage layer between the sidewalk and the asphalt.

In the final section of the project from Snyder to East Street, MacLaren noted that as-is unpaved 2nd Street is high-maintenance, creating dirt, dust, and flooding concentration, as it routinely carries the roadbase from the upper to the lower end of the street. He said

that permeable pavement is proposed for the driving surface of the roadway, which will be fourteen-feet in width from Snyder to East Street, to include a meander. The road is to be composed of interlocking concrete pavers for joint infiltration, with a gravel underlayer, and filter material beneath the gravel. He explained that these materials provide conveyance and enhancement of water quality by removing pollutants prior to entering the creek. MacLaren said that there will be a combination of gravel areas along the road's north side, to feature native seeding or be designated for parking.

MacLaren redirected attention to the west end of the project, noting the improvements upon the north side of the road. He said that there will be a walkway connection down Jackson Street to access the Park-n-ride, with a crosswalk to connect to the Library. MacLaren noted that there will be raised 'safety islands' to the south of the round-about on Highway 72 and on Bridge Street, upon the upstream side of the crosswalk for an additional safety buffer. Along the road's south side will be an eight-foot pathway tying into the existing sidewalk, with a gravel drainage area between the roadway, to continue all the way down to the last property on the block. The sidewalk will be adjacent to Salto's with permeable interlocking pavers continuing down the full right-of-way in this section. MacLaren continued discussing the proposed meander, intended to slow traffic and provide interest. In this section the sidewalk hugs the roadway's south side, with areas not proposed as sidewalk, driveway or roadway to feature a gravel surface or native seeding.

MacLaren noted the unforeseen cost savings due to replacement of smaller pipes with 36-inch pipes after the 2013 September Flood event. The larger pipes will increase overall capacity and could negate the proposed box culverts, if adequate for capacity.

Merrigan discussed the relocation of a fence upon Susane Thomas's property closer to the house to avoid removal of mature aspen trees. He said that parking space would be lost, but impact upon the property owner could be reduced.

Merrigan said that some fire hydrants will have to be relocated, however most of the utility poles have already been moved, though old poles closer to centerline of the street will be taken out at a later time. He reported that the old large spruce trees along the roadway would require a realignment of the road to be saved, and as they also go over power lines are currently scheduled to be removed. Merrigan said the town has indicated willingness to plant new trees in their stead.

MacLaren continued to elaborate upon aspects of the base project, which continues up the west side of East Street to tie into the sidewalk

on the south side of the Post Office. As noted, the base project does not include the alternate spurs.

Chairman Larsen opened up the Joint DDA/Planning Commission meeting to Public Comment. He informed the public that those who have signed up will have three minutes to speak, and one minute allowed for anyone who did not previously sign up.

Donna Sue Kirkpatrick, 115 East 2nd Street, said she appreciated everyone who attended the walkthrough. She reported relief by residents that there is room for compromise, and that they felt their concerns were heard. As there were noted cost savings, she suggested that the bioswales be returned without tree and garden removal from the right-of-way. She noted that houses and roads were constructed prior to GPS precision, and now residents will be affected. She disagrees with the project as it is proposed now, as nothing mimics nature better than nature. She said she'd like to see the spurs included as connectivity was the original concept. Kirkpatrick said she foresees significant upkeep of the system to maintain.

Teresa Bradley, a twenty-year resident from 140 East 2nd Street, said she supports the project. She said she attended many of the meetings throughout the process, and personally contacted absentee landlords to facilitate communication. She acknowledged that it is very difficult for everyone to get what they want, however compromises were made in the section between Snyder to East Street, as well as upon the walkthrough to appease resident concerns. She noted that zoning may not reflect the use, asking that the respective Boards consider that residents originally bought property with zoning, easements, and right-of-way being the way they were. She said that she supports modifications discussed on the walkthrough, such as minimizing the curb at Nicholas Brodsky's property, and saving trees at Susane Thomas's house. Bradley also observed the importance of taking the road's curve into consideration due to driveway differences.

Megan Blohm, of 140 E 2nd Street said she also supports the project. An eighteen-year resident at this address, she said there have been many changes, which is perceived as weird and scary at first. She noted that they live in "urban Nederland", which includes aspects that other areas around town may not have to consider as they do. She said that she brings her dirt back to her driveway after a storm, which varies from six-inches to a foot higher than the roadway. Bradley said she'd feel safer with sidewalks in this area, and lauded the opportunity to use grant money to fix the drainage issues.

David Sites, 101 East 2nd Street, said it was a great walkthrough, allowing attendees to see how close the road will be to houses on the

north side of 2nd Street. He said he feels there is a danger in bringing a paved road to within two-feet of his gas meter, in addition to other concerns about tree removal and fence replacement. He said he'd like historic easements to remain for now to increase resident happiness.

Arden Buck, 38 Navajo, commended the walkthrough, which he said should have been announced town-wide. He said the project was originally about a sustainable walking path and has now morphed into a much larger project. As unresolved issues have arisen, he suggested they slow down to make sure residents are fully informed by using informational easels at the B&F and the Library. He is concerned about the street's proximity to residents' houses as well as tree removal, which reduces residents' quality of life and property values. He inquired if the proposed meander could be rearranged or the possibility of a CDOT variance with regard to the right-of-way.

Susane Thomas of 171 E 2nd Street, asked that more time be allowed to consider resident concerns. She noted that the proposed gravel ditches will be very close to her window, decreasing privacy, as well as the impact of flooding at her particular property. Thomas lamented that seven mature aspens are slated for removal, along with two century-old spruce trees, when the project could be altered to avoid this.

Paul Turnburke 3259 Ridge Road, thanked Merrigan and MacLaren for the presentation. He noted that he is concerned that the project is incomplete, as it will not connect to the two bus stops, forcing people to walk in the mud, snow or ice to get to these areas. He said that he wants to ensure that crosswalk and bike striping is included within the project. Turnburke said he feels that elimination of the proposed bioswales is a huge problem, and is not the same as gravel. He said that maintenance and monitoring must be defined, stating that it is necessary to measure the success or failure of water infiltration, which requires a clear understanding of maintenance requirements. Now that there is a bit more time before the project goes before the Board of Trustees, he'd like to see these concerns addressed. As well he noted that the pipes to handle flow of water in wintertime need to be deeper to prevent freezing. Lastly, Turnburke said he supports replacement of trees slated for removal.

Betsy Buck, 38 Navajo, said that she was worried that the sidewalks won't get plowed thus, forcing those in wheelchairs to use the road. She urged consideration for this movement within town.

Paul Turnburke added that he was asked to convey Ken Adler's concern that DDA taxfunds are being spent outside the district and this may create legal concerns.

Speaking to the legal challenges of spending DDA money outside of the district, Reis responded that as it is an incorporated part of a project that largely resides within the district, this a moot point. Town Attorney Carmen Beery also offered legal analysis upon the project prior to planning process commencement.

6) Action Items

1. Public Hearing: Consideration by the NDDA of approval for the NedPeds Project, and forwarding their recommendation to the Planning Commission for consideration.

Chairman Everson reconvened the DDA meeting at 8pm, asking Board members to weigh in with their concerns and determination.

DDA Trustee-Liaison Chris Perret said that he questions CDOT's delay of the project due to the FOR meeting and historical clearances, as-yet uncompleted. He inquired if the project can be trimmed down to be less obtrusive to residents. He said he'd support straightening the road instead of creating a meander. He asked if the multi-modal pathway can be narrowed to include both spurs, and said there would be less maintenance with fewer cars going down the road. He suggested that the wide porous pavement and concrete for driveways be narrowed in areas, with new pipes already saving project money. As a 31-year resident, Perret said it's important to take time to make compromises to satisfy CDOT, the Town, the DDA, and residents.

Chairman Everson asked if it is possible to revise the plans, although MacLaren cautioned that alignment changes would require additional work and compensation.

Merrigan reported that the eight-foot requirement from DRCoG cannot be changed, and that he would echo MacLaren's caution of realigning the road. He noted that removing the proposed meander, which was designed to match the driveways to straighten the road, would encourage faster speeds. He observed that if the road is straightened, the spruces in front of Prime Haven would have to be removed. He said that a number of trees in front of Susane Thomas's property can be saved. He stated that if the consensus is to straighten the road, the design will be changed, however will require additional compensation. Merrigan said that elimination of the box culvert, allows potential to include the spur up to Snyder Street, pending engineer review of pipe capacity.

Jeffrey Greene said his main concern involves resident privacy, with money well-spent to incorporate compromises to reduce resident impact. He noted that savings on repairs might be placed toward the inclusion of bioswales. He said that privacy is very important, but as it

is also urban Nederland, the commercial aspect of those properties needs to be respected as well. Greene said that the project needs to go forward, and suggested that speed-bumps may be more effective than a meander to slow traffic.

Board member Katrina Harms said that she hopes that the project can continue to be worked and adjusted as it moves forward, and every attempt made to ease impacts.

Board Member Susan Schneider said she was happy to hear about compromises made along the walkthrough. She inquired how close to Susane Thomas's house the fence will be, if relocated. MacLaren reported that the existing fence is approximately eight-feet from the house, which would need to be relocated about four-feet, allowing a four-foot buffer. There would be native seeding of that area and trees, but no parking. Schneider inquired if minor scaling back in areas would necessitate a significant change to the project. She observed that if the spruces remain, the road would be within two-feet of the building, however MacLaren clarified that the road edge is located underneath the tree canopy.

Merrigan noted the solar gain increase if trees are removed, however they also considered the abundance of birds using those trees in the summer. As spruce trees have lateral shallow roots any digging would potentially harm them.

Schneider said that the pavers will collect debris, and wants town to be prepared for the maintenance involved to sustain an optimum system. MacLaren responded that the design has the support of Public Works, as discussed in a Technical Review Committee. He spoke about a trial by the City of Denver using permeable pavers upon half a lot, with porous asphalt upon the other half, with neither being maintained. He said there has been no performance degradation of the permeable pavers, however the porous asphalt is now near impervious. He said that replacement pavers are factored into the project costs.

Reis acknowledged that this project is the pilot example for how pathways and roadways will be addressed on the local level. The Master Infrastructure Plan in-the-works will detail how roadways are maintained, along with construction specifications and design standards. She said that moving forward programming for roadway and utilities will look at labor costs, machinery and maintenance as more of a strategic action. She noted that the town is now moving toward much more progressive action on infrastructure projects. Schneider said that the improved infrastructure will add to property values, but underscored the importance of keeping improvements from encroaching on existing buildings. She asked who will be responsible

for shoveling new pathways. Reis responded that Public Works can include maintenance to the pathways; however the DDA would have to respond to the question with regard to sidewalk maintenance in front of private properties.

Board Member Kneer said that she found the walkthrough very informational, and would like to see compromises to reduce resident impact. She said that she cannot see what the town would gain at the expense of residents' quality of life.

Board Member Luscher asked if it was up to the DDA to decide how to manage the sidewalk portions. Reis responded that the decision is the DDA's in part, however, noted that on the west side, the street has been designed with maintenance considerations in mind. Reis noted that 2nd Street rises and falls as a roadway with storms, with the most severe drainage issues concentrated upon this street from the most recent flood event. As such, she said they'd like to make progress on this classic flooding area. Reis reported staff approval by Public Works and the Geotechnical Engineer of the drainage concepts presented within the plan.

Luscher underscored the concerns presented as to the bioswale removal. Merrigan responded that cost was the main driver for their removal. In their absence, a similar functionality from a stormwater-treatment perspective was sought, though without habitat creation, which is a highlight of the bioswales. Merrigan noted that the porous landscape areas are smaller, but as these are composed of gravel with porous pavers, they have a 'future flexibility' that can be later converted. Merrigan suggested the fisherman's wharf as the most effective and functional area to contain a large bioswale. He cited maintenance as the most complicated aspect of a bioswale, and asked who the responsibility would fall upon, especially within the public right-of-way, as previously proposed. This could be addressed within the Master Infrastructure Plan, to include dedicated maintenance arrangements, he said. Luscher said that she has followed the project from the beginning, is proud of everyone involved, and that the project has her support.

Chairman Everson thanked MacLaren and Merrigan, the Town of Nederland, the Technical Review Committee, the Design Advisory Team, and everyone who has been involved. She said that it is wonderful to have so much public turnout in an open and friendly forum. She said that this is a grass-roots stakeholder project, in which compromises can hopefully be struck to improve the project. Chairman Everson said she'd like to discuss the motion to be considered, and asked Merrigan to sum up the recent compromises afforded to fully consider the project and recommendations as a Board.

Merrigan summed up the five compromises to be included within the project scope and associated costs, stating that the ideal would be to include the compromises as part of the approval.

Harms suggested that they watch for any opportunity to make changes, so that they are not limited. Schneider inquired if they could include a sixth consideration to allow for minor modifications to accommodate residents. Merrigan reported that minor change orders are allowed within the process. Everson asked Reis if they could include language to say "included, but not limited to" for this allowance. Reis responded that they can review the project as it progresses, and as she oversees the construction manager, she will bring issues forward, should they arise.

Luscher moved to forward the project with the five modifications derived from the walkthrough which are as follows:

- Relocation of the fence at Susane Thomas's property about four-feet to the other side of the aspen trees, to line up with the existing jog of the road, passing by the fire hydrant. This would allow about four-feet from the house to the fence, and the same distance from the fence to the road's edge.
- Allowance of the fence upon Nicholas Brodsky's property to remain where it is now.
- Replacement of the spruce trees that are scheduled to be removed.
- Allowance of the hardscape in the Central Business District to extend as far as the edge of David Site's rock garden, which is about the same to allow inclusion of Donna Sue Kirkpatrick's garden-- approximately a two-to-three foot change to leave these areas as-is-- and shortening pavement to accommodate.
- Elimination of the proposed box culvert, contingent upon the engineer's calculations that the newly installed pipes can manage the flow. This is also contingent upon CDOT's acceptance of these modifications.

seconded by Greene, with six members in favor, opposed by Perret. The motion to approve and forward the NedPeds Project to the Planning Commission passed by majority vote.

Perret made a motion to adjourn the DDA meeting, seconded by Luscher, all in favor.

2. **Public Hearing:** Consideration by the Planning Commission of approval of the NedPeds Project, and forwarding their recommendation to the Board of Trustees for consideration.

Larsen reconvened the Planning Commission meeting at 8:54pm. He thanked MacLaren and Merrigan for conducting a successful walkthrough earlier in the day. He said that the Planning Commission will use the DDA's recommendations with the five compromises included in their approval, as the takeoff point for their discussion.

Vice-Chairman Roger Cornell expressed dismay at having to vote against the project despite the amount of work already involved. The project is professional and detailed, he said, but too costly for a sidewalk that will not get much use. He expressed concern about paver functionality and ongoing maintenance costs. Infrastructure changes, such as relocating fire hydrants, combined with overall cost and resident impact are not equal to the benefits, Cornell said. He concluded that addressing resident concerns about impact from was great, and offered a successful public-process model, but he still opposes the project.

Commissioner Porter noted that gravel areas will fill up with dirt, especially along roadsides, and inquired how that will be addressed to maintain permeability. Merrigan responded that gravel areas will require maintenance or become impervious, however noted Public Works support when addressed within the project's Technical Review Committee meeting. Reis stated that the gravel can and will be shift around, but is fortunately not a complex system to maintain.

Porter noted that changes resulting from the walkthrough were originally vague, but are now included within the DDA's motion to approve. She inquired if the compromises are feasible, citing the suggestion of DDA member Harms to add an "included, but not limited to" clause to allow room for changes. Responding from a feasibility standpoint, Merrigan said that the compromises are reasonable, however elimination of the box culvert hinges upon engineer approval that the newer pipes prove adequate for the flow.

Regarding the allowance for project changes, Reis clarified that there are two type of changes allowed within a contract at project construction: field-orders and change-orders. Field-orders can be fairly minor, however a major change, such as alignment or project material modifications would be a change-order, requiring Board of Trustees approval. Reis said that she supports forwarding any project variations, even if not significant enough to constitute a change-order. Following response to her questions, Porter stated that she feels the project should go forward.

Trustee-Liaison Mueller said that he supports tree replacement and the hiring of an ecologist. Mueller recommended planting more trees to accommodate displaced birds who live in the spruces. He noted that this can alter the ecosystem, and thus he'd like an expert evaluation from an ecologist. Reis responded that the ecologist-on-hire is a Rollinsville resident familiar with the area and elevation.

Mueller said that compromises for residents along the right-of-way make sense. He observed that Snyder Street is the western edge of the Neighborhood Commercial (NC) district, and recommended reducing hard pavement to the existing street edge. Merrigan said that this would not be a fourteen-foot roadway, though still wider than in the rest of the Neighbor Commercial district. Mueller said he'd like to keep the existing road edge along 2nd Street where it is, for a road width of fourteen feet, from Snyder to East Street. He suggested the width be modified from twenty to fourteen feet at that location, as there are eight-foot sidewalks, plus a 7.4-foot pathway proposed upon the north side, in addition to the road width. Mueller requested the full 7.4 feet be reduced, despite the concession made earlier by the DDA, to accommodate Site's and Kirkpatrick's gardens.

Mueller said that the eliminated bio-retention areas were at the top of the project wish-list, but removed due to cost. Though he'd like to see this element restored, he suggested moving pipe outlets to the creek roughly six to eight feet back to install plants for bioremediation, enhancing biodiversity at all connections to South Beaver Creek. He stated that he will not support the project without these investments are afforded.

The discussion continued regarding the logic of the spur prioritization. Reis said that the Board of Trustees asserted the importance of the determination of preliminary and final project engineering, with the potential to seek funding at a later time, if spurs were eliminated. Mueller requested that the East Street spur be included to complete the project and connect to the highway, however MacLaren clarified that there is not enough width for multimodal pathway requirements without widening the road and designing for the steep grade. Merrigan noted that spurs would not be limited by grant requirements if done later.

Mueller noted other benefits to installation of a box culvert. At the December 2013 Biomimicry Presentation, the EPA representatives spoke highly of this element, that accommodates increased flow, allows habitat and a corridor for animal movement. He said he wants to see continued investments to enhance biodiversity, protecting the ecosystem as an example and benefit to future generations. He

thanked all involved throughout the process and the successful walkthrough. He said he'd like to see walkthroughs conducted earlier and more often within the process.

Commissioner Mayhew queried the tendency of infrastructure freezing in winter. MacLaren spoke to the use of design elements in geographical locations like Norway and Sweden with colder winters. Mayhew inquired if the City of Denver test plot has relevance as Nederland has higher silt and sand. Merrigan suggested bi-annual vacuuming to keep the system maintained or adding a monitoring well.

Mayhew inquired about bioswale maintenance. Merrigan said that systems are fragile during the establishment phase, with invasive species management, choice of sturdy plant stock to withstand roadway pollutants, and designed to become more self-sufficient over several years. The former locations of proposed bioswales were small areas within the right-of-way. Mayhew concluded that as the project's aims attempt to address long-standing drainage issues and improve the entire stretch of the road, it is a wiser investment than mere sidewalks.

Williams said that he researched the proposed paver system and he's not convinced of effectiveness with colder climate freeze/thaw cycles, as these systems were designed for tropical areas with heavy rainfall. MacLaren and Merrigan responded that they have seen this design work in Ontario and Toronto.

Merrigan mentioned the innovative use of the pavers upon a slope, as they are generally used on flat parking lots, however the design received the engineer's approval. Every road needs maintenance, and the overall design will require less than the existing road, considering enhanced drainage elements.

Larsen inquired who sets the fourteen-foot road width determination. MacLaren stated that this is the Fire Department standard with twelve-feet being the standard highway lane width, and extra room for emergency vehicle access and/or egress around a stalled vehicle.

Chairman Larsen summarized the recommendations put forward by the Planning Commission as follows: 1) ecological concerns from Mueller regarding hiring an ecologist to assess the habitat with regard to tree replacement and outflows to the creek, and 2) the further narrowing of the west end of 2nd street by Snyder to a consistent width. Mueller recommended reprioritization of bus stop spurs, even if not included within the project.

Merrigan said that adding elements at outfalls could be done through the field-change process, though the steepness of the banks in some areas may create challenges to the design. MacLaren recommended creating a biodiverse area at the reservoir inlet, to allow a for larger bioswale with limited resources. Reis said that the ecologist is budget-friendly, and suggestions can also be implemented later.

Porter motioned that the Planning Commission approve the DDA's recommendations for the Nedpeds project, along with the Planning Commission's recommendations to seek expert ecological assessment on creek conditions and tree replacement, along with further narrowing of the west end of 2nd Street at Snyder Street, seconded by Mayhew, 4 in favor, Cornell opposed, and abstention from Mueller.

7) Discussion Items

There are no discussion items.

8) Other Business

Cornell reported that he didn't hear about the walkthrough and that he'd like to see walkthroughs incorporated at every opportunity.

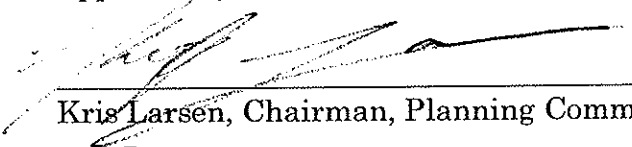
Reis reported that the annual Volunteer Appreciation party will be held on December 4 at 5:30 pm at the Pioneer Inn.

The next regular Planning Commission meeting is scheduled for December 18, 2013. Reis reminded the Planning Commission that the Board of Trustees/Planning Commission Joint Work Session will be January 14, 2014 from 6-8pm.

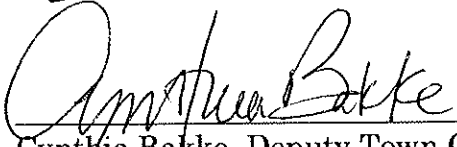
9) Adjournment

A motion to adjourn was made by Commissioner Williams, seconded by Commissioner Porter, and was unanimously approved at 10:07 p.m.

Approved by the Planning Commission,


Kris Larsen, Chairman, Planning Commission

ATTEST:


Cynthia Bakke, Deputy Town Clerk

