

Town of Lawrence
Town Board Meeting
Town Hall 2400 Shady Court, De Pere WI 54115
Tuesday, December 27, 2022
SPECIAL Meeting at 3:00 P.M.

Discussion and Action on the following:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve Agenda
5. Public comments upon matters not on agenda or other announcements
6. Consideration of payment of due invoices
7. Review of Recommendations and Reports from Planning & Zoning Board:
 - a. *Set Public Hearing* for Conditional Use Permit (CUP) for Commercial Development at 2979 Williams Grant Dr on Parcel L-40-2 by Dan Doyen
8. Consideration of Request to Purchase New Handguns for Hobart-Lawrence Police Department
9. Consideration of Town Insurance Programs for 2023
10. Consideration of I-41 Overpass Aesthetics for Upcoming Expansion Project
11. Consideration of Resolution 2022--012 Comprehensive Plan Update-Public Participation Plan
12. Consideration of 2023 Sanitary Sewer Budget and Volumetric Rates
13. Consideration of Quote to Replace Town Hall Meeting Chairs
14. Administrator/Staff Reports
15. Future Agenda Items
16. Adjourn

Patrick Wetzel for Dr. Lanny J. Tibaldo

Posted at the following on December 22, 2022:

- *Town Hall, 2400 Shady Ct*
- *Posted to the Town Website*
- *Notice to News Media*

NOTE: Any person wishing to attend this meeting who, because of disability requires special accommodations, should contact Town Clerk-Treasurer Cindy Kocken, at 920-347-3719 at least 2 business days in advance so that arrangements can be made.

Report Criteria:

Detail report.
Invoices with totals above \$.00 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AIA Corporation								
1101	AIA Corporation	3PM2913216	Screen Prints (TOL)	12/20/2022	208.00	.00		
Total AIA Corporation:					208.00	.00		
American Test Center								
523	American Test Center	2222498	Fire Dept Safety Inspection	12/13/2022	252.00	.00		
Total American Test Center:					252.00	.00		
Badgerland Printing, Inc.								
38	Badgerland Printing, Inc.	39138	Business Cards - Sewer	12/08/2022	22.00	.00		
38	Badgerland Printing, Inc.	39138	Business Cards - Water	12/08/2022	22.00	.00		
Total Badgerland Printing, Inc.:					44.00	.00		
Barrier Security Systems LLC								
916	Barrier Security Systems LLC	4605E	Video Surveillance Upgrade	12/13/2022	3,871.36	.00		
Total Barrier Security Systems LLC:					3,871.36	.00		
Best Built Inc.								
50	Best Built Inc.	22-05-0004	Contractor Deposit Refund - 2130	12/13/2022	1,000.00	.00		
Total Best Built Inc.:					1,000.00	.00		
Brown County Port & Resource Recovery								
73	Brown County Port & Resource R	52846	Trash Collection	11/30/2022	7,232.30	.00		
73	Brown County Port & Resource R	52846	Trash Collection - Sharps	11/30/2022	9.63	.00		
73	Brown County Port & Resource R	52846	Recycling	11/30/2022	729.72	.00		
Total Brown County Port & Resource Recovery:					7,971.65	.00		
Brown County Treasurer								
74	Brown County Treasurer	2022-0000114	Election Supplies	12/12/2022	261.94	.00		
Total Brown County Treasurer:					261.94	.00		
Clean Water Testing LLC								
102	Clean Water Testing LLC	9006834638	Water Testing	12/08/2022	48.00	.00		
Total Clean Water Testing LLC:					48.00	.00		
ESRI								
148	ESRI	94383720	GIS Software Support	12/05/2022	400.00	.00		
148	ESRI	94383720	GIS Software Support	12/05/2022	400.00	.00		
148	ESRI	94383720	GIS Software Support	12/05/2022	400.00	.00		
148	ESRI	94383720	GIS Software Support	12/05/2022	400.00	.00		
Total ESRI:					1,600.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Fameree Consulting & Inspection								
154	Fameree Consulting & Inspection	999	Electrical Inspection	12/12/2022	311.26	.00		
Total Fameree Consulting & Inspection:					311.26	.00		
Fox-Wolf Watershed Authority								
1098	Fox-Wolf Watershed Authority	2003NEWSC2	2023 Dues	12/05/2022	1,250.00	.00		
Total Fox-Wolf Watershed Authority:					1,250.00	.00		
Franks Radio								
167	Franks Radio	122070	RADIO BATTERIES - FIRE	12/20/2022	67.34	.00		
Total Franks Radio:					67.34	.00		
GFL Solid Waste Midwest, LLC								
1015	GFL Solid Waste Midwest, LLC	U60000118297	Trash Pick Up	12/20/2022	12,509.03	.00		
1015	GFL Solid Waste Midwest, LLC	U60000118297	Recycling Pick Up	12/20/2022	7,048.27	.00		
Total GFL Solid Waste Midwest, LLC:					19,557.30	.00		
Green Bay Metropolitan Sewage District								
192	Green Bay Metropolitan Sewage	1480	Monthly Fee	12/12/2022	56,635.54	.00		
Total Green Bay Metropolitan Sewage District:					56,635.54	.00		
Indoff Incorporated								
1100	Indoff Incorporated	3615072	Computer Printout Clipboard	12/05/2022	32.29	.00		
Total Indoff Incorporated:					32.29	.00		
Integrity Home Builders								
1001	Integrity Home Builders	22-03-0028	Contractor Deposit Refund-1450	12/09/2022	1,000.00	.00		
Total Integrity Home Builders:					1,000.00	.00		
Kocken, Cindy								
829	Kocken, Cindy	123122	Mileage Reimbursement	12/31/2022	393.54	.00		
Total Kocken, Cindy:					393.54	.00		
Kodiak Excavating Inc								
254	Kodiak Excavating Inc	3270	Yard Waste Disposal	12/07/2022	1,545.00	.00		
Total Kodiak Excavating Inc:					1,545.00	.00		
Konop Beverages, Inc								
255	Konop Beverages, Inc	437451	Water Town Hall	11/07/2022	43.00	.00		
Total Konop Beverages, Inc:					43.00	.00		
Level 3 Communications LLC								
631	Level 3 Communications LLC	620169430	Phone Services	12/01/2022	1,292.33	.00		
Total Level 3 Communications LLC:					1,292.33	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
McMahon Associates, Inc.								
285	McMahon Associates, Inc.	0927643	Mystic Creek Condo - Billable	08/19/2022	13,783.40	.00		
285	McMahon Associates, Inc.	0928720	Storm Pond Review	11/11/2022	5,088.00	.00		
285	McMahon Associates, Inc.	0929113	Lawrence Parkway Engineering P	12/08/2022	12,180.33	.00		
285	McMahon Associates, Inc.	0929114	Autumn Heights Review - Billable	12/08/2022	226.10	.00		
285	McMahon Associates, Inc.	0929115	Autumn Fields Condos - Billable	12/08/2022	14,977.65	.00		
285	McMahon Associates, Inc.	0929120	Nutmeg Drive Extension- TID #2	12/08/2022	2,211.00	.00		
285	McMahon Associates, Inc.	0929121	Town Hall Split Duplex Lots	12/08/2022	3,538.44	.00		
285	McMahon Associates, Inc.	0929123	American Drive Extension - TID #	12/08/2022	4,833.10	.00		
Total McMahon Associates, Inc.:					56,838.02	.00		
Menards Inc								
286	Menards Inc	8508	Shop Supplies	12/12/2022	24.70	.00		
286	Menards Inc	8538	Fire Vehicle Supplies	12/13/2022	5.28	.00		
286	Menards Inc	8620	Snow Plow Maintenance	12/14/2022	39.98	.00		
286	Menards Inc	8710	Truck #5	12/16/2022	39.98	.00		
Total Menards Inc:					109.94	.00		
Mid Vallee Golf Course Inc.								
290	Mid Vallee Golf Course Inc.	121022	Fire Department Christmas Party	12/10/2022	1,967.10	.00		
Total Mid Vallee Golf Course Inc.:					1,967.10	.00		
Oshkosh Fire & Police Equipment								
320	Oshkosh Fire & Police Equipment	189295	Fire Boots	12/07/2022	321.00	.00		
Total Oshkosh Fire & Police Equipment:					321.00	.00		
Packerland Veterinary Center LTD								
518	Packerland Veterinary Center LTD	418881	Stray Animal Intake	12/08/2022	175.00	.00		
Total Packerland Veterinary Center LTD:					175.00	.00		
Pro One Janitorial Inc								
342	Pro One Janitorial Inc	193138	Monthly cleaning - January	12/20/2022	565.00	.00		
Total Pro One Janitorial Inc:					565.00	.00		
Public Service Commission of WI								
939	Public Service Commission of WI	2210-I-03095	Mystic Creek PSC Review	12/13/2022	290.36	290.36	12/13/2022	
Total Public Service Commission of WI:					290.36	290.36		
R & R Insurance Services, Inc								
1099	R & R Insurance Services, Inc	2758088	Insurance Services	12/01/2022	225.00	.00		
Total R & R Insurance Services, Inc:					225.00	.00		
Ron Sinclair Construction								
625	Ron Sinclair Construction	22-08-0009	Contractor Deposit Refund-1648	12/16/2022	1,000.00	.00		
Total Ron Sinclair Construction:					1,000.00	.00		
Sheboygan County Treasurer								
954	Sheboygan County Treasurer	125733	Cold Patch	11/30/2022	571.87	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Sheboygan County Treasurer:					571.87	.00		
Southside Tire Co.								
388	Southside Tire Co.	3115097	Truck #5	12/09/2022	93.50	.00		
388	Southside Tire Co.	3115172	Fire #F7	12/13/2022	41.45	.00		
Total Southside Tire Co.:					134.95	.00		
Tibaldo, Lanny J.								
262	Tibaldo, Lanny J.	12222022	Mileage Reimbursement	12/22/2022	53.85	.00		
Total Tibaldo, Lanny J.:					53.85	.00		
Truck Equipment Inc.								
429	Truck Equipment Inc.	1028632-00	F#5 Fire Truck Maintenance	12/21/2022	274.00	.00		
Total Truck Equipment Inc.:					274.00	.00		
Village of Ashwaubenon								
448	Village of Ashwaubenon	6237	BLS Training	12/08/2022	347.52	.00		
Total Village of Ashwaubenon:					347.52	.00		
Weyers Equipment Inc								
460	Weyers Equipment Inc	01-188674	Lawn Mower Maintenance	12/13/2022	250.46	.00		
Total Weyers Equipment Inc:					250.46	.00		
Wil-Kil Pest Control								
801	Wil-Kil Pest Control	4551501	Services 2400 Shady Ct	12/08/2022	63.30	.00		
Total Wil-Kil Pest Control:					63.30	.00		
Wisconsin Media								
175	Wisconsin Media	5147198	Budget Hearing Notice	11/30/2022	32.34	.00		
Total Wisconsin Media:					32.34	.00		
Grand Totals:					160,604.26	290.36		

Dated: _____

Town Chairman: _____

Town Supervisor: _____

Clerk/Treasurer: _____

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Report Criteria:

Detail report.

Invoices with totals above \$.00 included.

Paid and unpaid invoices included.



Agenda Item Review

Meeting Date: 12/27/22

Agenda Item#: 7

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Town Board of Supervisors
REPORT FROM: Scott Beining, Building Inspector/Zoning Administrator
AGENDA ITEM: **Staff Report for all Planning/Zoning agenda items**

1. SET PUBLIC HEARING DATE 1/23/23 Consideration of Conditional Use Permit (CUP) for Commercial Development at 2979 Williams Grant Dr on Parcel L-40-2 by Dan Doyen.

Original CUP was issued Feb. 2022. The site plan, buildings, and layout has changed, therefore CUP is void and a new CUP is needed. Approval of a new CUP was recommended at 12/14/22 Planning/Zoning meeting. Conditions of CUP TBD.



Agenda Item Review

Meeting Date: 12/27/2022

Agenda Item#: 8

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzol, Town Administrator
AGENDA ITEM: **Consideration of Purchase of New Handguns for Hobart-Lawrence Police Dept**

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes

Item History

From Captain Renkas:

"I received a quote from Staccato 2011 for new handguns for each officer (15 total). The total cost, which includes an optic mounting plate for each handgun, 90 total magazines, lifetime warranty, annual inspection & replacement parts, Armorers Course, and transition course is \$29,268.00. Another major benefit to this organization is the company will provide loaner pistols if officers are involved in an Officer Involved Shooting. These benefits reduce the need to have spare handguns on hand. I would be happy to do a breakdown of the benefits, but I can tell you they are not common among any other manufacturer, and likely costs hundreds, if not thousands of dollars."

Funding Sources (Police Accts):

Capital – New Equipment -	\$20,471.76
Donations -	\$ 4,164.00
Vehicle Maint -	\$ 3,412.28
Crime Prevention -	\$ 713.94
New Equipment -	\$ 371.02
Ammunition/Weapons -	\$ 135.00
TOTAL:	\$29,268.00

Additional items to be purchased:

Holsters – Covered under State Law Enforcement Agency Grant

Capt. Renkas advises that we should anticipate to receive a misc. revenue of \$5,000 for swapping out the existing handguns we have. This would be split 50%-50% between each community.

Recommended Action By Town Board

- To approve the purchase of 15 new Staccato 2011 handguns, and related expenses (\$29,268) for the Hobart-Lawrence Police Department, with the funding to come from the aforementioned accounts, with any revenue from the sale of the existing HLPD handguns being split one-half to Lawrence and one-half to Hobart.



Agenda Item Review

Meeting Date: 12/27/2022

Agenda Item#: 9

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzel, Town Administrator
AGENDA ITEM: **Consideration of Town Insurance Program Changes - 2023**

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes

Item History

HEALTH INSURANCE – PART-TIME ELIGIBILITY:

To follow-up from our Dec 12th discussion on health insurance, with our transition to the state health insurance program, we've been notified that any employees who are eligible for Wisconsin Retirement System participation (having worked a minimum of 1,200 hours for the Town in any one year. and still being employed by the Town continuously since that point), are eligible to participate in the state health insurance program.

Traditionally, health insurance eligibility is usually based on a work schedule of at least 30 hours per week. If an employee is expected to work less than 30 hours per week, they would not historically be offered participation in the health insurance program.

Full time employees for health insurance purposes (including those exceeding 30 hours per week), are responsible to pay 15% of the health premium, while the Town pays 85%. The Town has also recently implemented a health savings account and buyout program for employees with the new changes for 2023.

As we'd not previously discussed participation for those employees who work less than 30 hours per week but are WRS participants as it relates to health insurance, we wanted to circle back with the Town Board to review that eligibility scenario.

For those working part-time roles, or well less than an expected 30 hour per week schedule, we would recommend the Town policy to be established that those employees are able to participate in the health insurance program according to WRS eligibility guidelines, albeit by paying 100% of the premium cost of the coverage.

We also recommend Town policy supplement that for employees to qualify for Town participation in the health savings account or insurance buyout programs, it requires a minimum anticipated work schedule of 30 hours per week, to be pro-rated for any employees who work a minimum of 30 hours but less than 40 hours in a week.

Recommended Action By Town Board

Recommend approval that WRS participating employees eligible for health insurance who work less than 30 hours per week would be required to pay 100% of premium for participation, and that any eligible employees who work at least 30 hours per week but less than 40 hours would receive pro-rated Town benefits according to anticipated work schedule (i.e. 30 hours would equal 75%)

PROPERTY, LIABILITY, WORK COMP INSURANCE:

As discussed at the Dec 12th meeting, recommending approval of Horton Group Insurance property, liability and work comp insurance programs for 2023.

P&L: Glatfelter

Work Comp: Bitco

Recommended Action By Town Board

Recommend approval of 2023 insurance programs for property, liability and work comp coverage via Horton, with Glatfelter and Bitco carriers.



Agenda Item Review

Meeting Date: 12/27/2022

Agenda Item#: 10

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzol, Town Administrator
AGENDA ITEM: **Consideration of I-41 Overpass Aesthetics for Upcoming Project**

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes, est. \$15,000 Town share within cost est.

Item History

To follow-up on prior discussion about the upcoming I-41 Expansion Project, and design/aesthetics for bridges and interchanges, we've received additional information from the WI Dept of Transportation. As we mentioned, costs to upgrade aesthetics for these areas are not expected to be covered by the state within the upcoming project.

As the new Southbridge Connector interchange helps to connect both the Town and City of DePere to I-41, the design for this location has some weight given to each community.

The City of DePere prefers to make this new interchange look similar to the nearest existing interchange, at Scheuring Road. In our prior discussion, we did not have any cost estimates to apply to options for the interchange aesthetics.

The DOT has indicated that if we aim for a look as outlined on the attachment for "brick piers and parapet," the estimated total cost would be about \$30,000, to be evenly split between the Town and City.

We believe that this cost is reasonable and provides a nice look, similar to the look and feel of the I-41 features starting at Scheuring Road and heading north.

Additional visuals of "no upgrade" and "brick parapet only" are included.

Recommended Action By Town Board

Consider approval of I-41 aesthetic design for Southbridge Connector interchange with brick piers and parapet, with estimated Town cost of \$15,000.

Brick Piers & Parapet



No Upgrades



Brick Parapet





Agenda Item Review

Meeting Date: 12/27/2022

Agenda Item#: 11

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzel, Town Administrator
AGENDA ITEM: **Resolution 2022-012 – Comp Plan Update – Adopt Public Participation Plan**

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes, within scope approved for Comp Plan Update

Item History

As discussed at the Dec 12th meeting, the Town Board needs to adopt the proposed Public Participation Plan for the upcoming Comp Plan Update. Brown County has provided the draft public participation plan and accompanying resolution to consider for adoption.

The adoption of the plan is required to move forward with the Comp Plan Update.

We've solicited volunteers for the Citizen Advisory Committee, which we'll aim to solidify at the Jan 9th Town Board meeting.

Recommended Action By Town Board

Consider approval of Resolution 2022-012, adoption of Public Participation Plan for Comp Plan Update of 2023.

RESOLUTION #2022-012
TOWN OF LAWRENCE, WISCONSIN

ESTABLISHING PUBLIC PARTICIPATION PROCEDURES
FOR 2023 COMPREHENSIVE PLAN UPDATE PROCESS

WHEREAS, the Town of Lawrence will prepare an update to their 2016 Comprehensive Plan under the authority of and procedures established by §66.1001(4), Wisconsin Statutes; and

WHEREAS, §66.1001(4)(a), Wisconsin Statutes requires that the governing body of the local governmental unit adopt written procedures designed to foster public participation at every stage of comprehensive plan preparation, and that such written procedures shall provide for wide distribution of draft plan materials, an opportunity for the public to submit written comments on the plan materials, and a process for the governing body to respond to such comments; and

WHEREAS, the Town of Lawrence believes that regular, meaningful public involvement in the comprehensive plan process is important to assure that the resulting plan meets the wishes and expectations of the public; and

WHEREAS, the attached “Citizen Participation Plan for the Town of Lawrence Comprehensive Plan Update Process” includes procedures to foster public participation, ensure wide distribution of draft plan materials, provide opportunities for written comments on such materials, and provide mechanisms to respond to such comments.

NOW THEREFORE, the Town Board of the Town of Lawrence, Wisconsin, does hereby adopts the procedures included in the “Citizen Participation Plan for the Town of Lawrence Comprehensive Plan Update Process” as its public participation procedures meeting the requirements of §66.1001(4)(a), Wisconsin Statutes.

Approved and adopted by the members of the Town Board of Supervisors of the Town of Lawrence, Brown County, State of Wisconsin this 27th day of December 2022.

Vote: _____ -Aye
 _____ -Nay

Town of Lawrence

Dr. Lanny J. Tibaldo, Town Chairperson

Attest:

Cindy Kocken, Town Clerk-Treasurer

CITIZEN PARTICIPATION PLAN FOR THE TOWN OF LAWRENCE COMPREHENSIVE PLAN UPDATE

Section 66.1001(4)(a) of Wisconsin State Statutes require that the governing body preparing a comprehensive plan adopt written public participation procedures to ensure proper notice of the process and to encourage participation. The 2023 Town of Lawrence Comprehensive Plan Update process will include several public participation components. These components are summarized below:

Press Release

The Brown County Planning Commission (BCPC) will prepare a sample press release and provide it to the Town of Lawrence for dissemination to applicable traditional and social media.

Town-Wide Visioning Session

At the beginning of the process, a town-wide invite will be prepared and sent to residents to invite them to a visioning session to obtain their input into how the Town should develop over the next 20 years. The visioning session will be facilitated by BCPC staff with tables of 8-10 residents per staff member.

Online Survey and Interactive Map

At the beginning of the process, an online survey with an interactive map will be prepared and published to obtain input from Town residents into how the Town should develop over the next 20 years. A link to the survey/interactive map will be published on the Town's website.

Citizen Advisory Committee

The Town's citizen advisory committee will serve as the primary steering committee for the comprehensive plan update. The committee will review data, draft chapters, and other materials for inclusion in the updated comprehensive plan. All comprehensive plan update agenda items will be discussed during publicly posted meetings. All meetings are open to the public and the public is encouraged to attend.

Public Open House Meeting

When the draft plan update has been compiled, one public open house meeting will be held to present the key updated sections and findings of the plan. Meeting participants will also have the opportunity to discuss the recommendations with planning staff and planning commission members and to suggest modifications to be considered during the statutory review period.

Service Group Meetings

Upon request, Brown County will present the process and findings of the comprehensive plan update to Town of Lawrence service groups.

Town of Lawrence Website

All draft chapters will be placed on the Town of Lawrence website for public review.

Other Locations for Draft Chapters

Additional draft chapters will be available upon request from the Brown County Planning Commission. Please call (920) 448-6480.

Public Hearing

Following the open house meeting and a recommendation of approval from the Town of Lawrence Planning Commission, a public hearing will be held at the Town Hall to receive additional input on the comprehensive plan update.

Adjacent Governmental Jurisdictions

Neighboring governmental jurisdictions will receive via mail or email, all agendas and minutes of the planning commission meetings, when the comprehensive plan is on the agenda.

Town Board Meeting for Adoption

Following the public hearing, the draft plan update and feedback from the public hearing will be presented to the Town Board for action at a regular Town Board meeting.



Agenda Item Review

Meeting Date: 12/27/2022

Agenda Item#: 13

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzel, Town Administrator
AGENDA ITEM: **Consider Replacing Town Hall Meeting Chairs**

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes

Item History

We've had prior discussions on the condition of the Town Hall meeting room chairs, where board members sit during meetings, and discussed whether to look into replacing the arms only, or the chairs entirely.

The chairs have started to deteriorate in recent weeks to a greater extent than we've experienced or observed. Our office supplier has provided quotes on multiple chairs to consider, which we'll discuss at the meeting.

Recommended Action By Town Board

Review condition of meeting room chairs during meeting and consider action to replace them in the near future.