

Issue 66 September 2006

From the Mayor's Desk...

Christine Schaumburg



Earlier this summer, I had the opportunity to participate in the Mayor's Insti-

tute at Princeton University. This three day seminar was fully funded by the Regional Plan Association (RPA) and focused on six municipalities in New Jersey. Architects, Planners and Transportation experts from all over the country participated in a case study of Clinton to look at ways to increase ratables, especially in the Old Highway 22 corridor, reduce traffic and add parking to our Town. Plans will be published by RPA later this year and I look forward to sharing them with you.

I'd like to introduce you to your newest Councilwoman,

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Arlene Quinones-Perez. Arlene was unanimously appointed by Town Council to serve the remainder of Councilwoman Janice Kovach's term. Janice was appointed Acting Director of Women's Services for the New Jersey State Department of Community Affairs. We wish Janice continued success in her new position and we are proud of her many accomplishments as a Councilwoman and member of the Highlands Commission.

Arlene has worked for the NJ State Attorney General's Office as well as in the Governor's office. She brings to us strong connections to Trenton and expertise in grant seeking. Arlene currently serves Clinton as the founding President of our Emergency Services Foundation which is a non-profit organization that raises funds for fire and rescue equipment. In addition, she served as a member of our Board of Adjustments.

I was proud to participate in the Emergency Service Foundation's first and very successful fundraiser. The Foundation raised over \$4400 through a car wash and "boot drive" with the help of many volunteers. I am very grateful to the members of the Clinton Fire Department and the

Clinton First Aid and Rescue Squad, as well as Foundation members and residents who gave us a Saturday for this event. I thank our local merchants for their generosity as well. The Foundation is currently in need of a Secretary for its monthly meetings. Please contact Arlene Quinones-Perez or Joelle Garber through our Municipal Office at 735-8616 for more information on this position or to become a

member. In addition, the Town Council will interview applicants at its Council meeting on September 12th at 7:30pm to fill a vacant seat on our Board of Adiustments. Please visit our website or contact the Municipal Office for a Citizens Involvement Application. Also during our September 12th Council meeting, Marcia Sudano-Kerwin, our Tax Assessor, will be present to answer your questions regarding taxes and assessment procedures. While Marcia will not answer questions about specific properties, this is an excellent opportunity to meet her and her assistant, David Centrelli, and to make an appointment with her to discuss your property. Marcia has agreed to attend three Council meetings per year for this purpose.

I would like to thank Tara Braddish, Executive Director of HART, for attending our last Council meeting and for presenting the Town with a \$20,000 grant to complete two studies: Pedestrian/Bike Path and Streetscape. Both studies were completed through our Smart Growth Committee and Town Planner. Carl Hintz. Please stop by the Municipal Building to look at these exciting plans. The Smart Growth Committee, under the direction of Councilwoman Laurie Insel, will seek funding to bring these plans to fruition.

Finally, the Town Council voted unanimously on a four year contract with our local PBA. I appreciate the hard work of Officer Tim McGuire of the PBA negotiating team, Business Administrator Bob Cutter, Chief Financial Officer Kathy Olsen and Police Chief Brett Matheis in working with me for the past ten months to bring labor peace to our Town without a costly legal battle.

Enjoy the rest of your summer and as always, please contact me to discuss your concerns or ideas.

Christine Schaumburg, Mayor



Department of Fire Prevention by Jack Daniels





The Clinton Fire Prevention office has been in existence for just

over 3 years now. I would like to let the residents and business community of Clinton know what this office has done over the last 3 years.

The State Division of Fire Safety officially recognized the fire prevention office on July 1, 2003. Prior to that date, the enforcement of the State Uniform Fire Code was by the Division of Fire Safety. From later 2002 through May 2003, there were "major" fires in the commercial businesses in town. In May 2003 there was a catastrophic loss of 3 commercial buildings on Main Street. The governing body recognized the need to address fire safety. On May 13, 2003, Ordinance 77 was updated to reflect the current State Uniform Fire Code and establish a local level-enforcing agency. What this meant is the fire code would be enforced by the representative of the local government instead of the State agency. As some of you may recall, letters were sent out to let all businesses know that the fire code was being locally enforced.

Since then I have conducted approximately 635 annual fire inspections, 735 reinspections, issued 27 fire safety permits and 270 smoke alarm compliance inspections. Additionally, I have investigated 12 fires, and handled 13 complaints. I have tried to assist the businesses and residents of the Town in any way that I can to both meet the fire safety regulations while being

mindful of the fact that you all have a business to run. I have attended meetings with a local realtor, tent rental representatives, local community event planners and other local government entities. While sometimes difficult, this is all done on a part time basis. Most of the time things run smooth but sometimes there have been bumps in the road. I have attempted to foster a friendly environment that anyone may come to me for assistance or to have questions answered. I advocate this interaction since it is my experience that we all end up winning. Most importantly, I would like to think that the effort I put forth has paid off. I know of several instances when the business folks have told me of a situation that could have been disastrous but turned out ok as a result of some fire prevention measure that I was responsible for enforcing. That in itself makes it all worth the time and effort. For that I would like to thank all of you that have assisted in making enforcing the fire code an easier job than would normally be expected.

Lastly, I would like to remind everyone that the fire code is a State regulation that is enforced on a local level. This means that I have a job to perform that is mandated by a State law. I hold a State certification regarding this task, which has taken me some time to acquire, and requires continued education to maintain. I also am an active instructor of the fire and building codes. Recently, my office had an audit by the State Division of Fire Safety. As a result there is a procedural change that I need to

enforce regarding "fixing" violations in a timely manner.

It has been brought to my attention that documentation needs to be done in order to properly allow a noted violation to remain "open" after the indicated repair time (typically 30 days). If a formal request for an extension is not filed I should be issuing a penalty for failure to abate the violation. Therefore, I would like to advise every business owner that if for any reason a repair of a noted violation cannot be made in the requested time frame, a formal written extension is required. The application form for this can be found on the Town of Clinton website, www.clintonnj.gov under the Fire Prevention Department dropdown. I will also have this form when I am conducting a reinspection. It may be completed upon the reinspection if there is good cause for the violation not being corrected in a timely manner. This form may also be obtained at the Town Hall.

Please be fire safe and fire safety smart. It only takes a few minutes for a fire to engulf a room causing major damage to your home or business. Practice fire safety techniques and don't become a statistic. Talk about fire prevention witheveryone including thebabysitter. Mostbusinesses that reopen after a fire fail within 5 years.

As always, for information about any fire prevention matters please contact my office at 908-735-2275. I would be happy to answer any questions or assist you in any way that I can.

Jack Daniels, Fire Official

Senior Services Volunteer Coordinator Needed

We are seeking a volunteer to serve as the Town of Clinton coordinator to the Hunterdon County Division of Senior Services. The meetings take place on the 4th Friday of the month in Flemington at 10am. If you are interested or know of anyone who may be interested please contact Ceil Covino at the Municipal Building on 735-8616 or send an email to clerk1005@earthlink.net

ANNUAL TOWN PICNIC

The date is **Saturday Sept 9, 2006**, The start time will be at 2:00pm. There are still many opportunities to volunteer. The success of the day is based largely on your support. If you are interested, please call the Town of Clinton at 735-8616

Dept. of Public Works by Robert Cutter



"Capital Improvements Project Update

- 1. County of Hunterdon Project Halstead Street Bridge, in progress
- 2. State of New Jersey D.O.T. Project Rt.173/I-78, Exit 15 in progress
- 3. DeMott Pond Dam Construction –
- Fall 2006 4. Fox Drive – Milling and Overlay
- 2006
- 5. School Street Milling and Overlay 2006
- 6. 47 Leigh Street Rehabilitation Fall 2006
- 7. Clinton Mills Dike and Dam Project—Alternative analysis in process.

Stormwater Pollution Prevention Program

Pollution on streets, parking lots and lawns is washed by rain into storm drains, then directly to our drinking water supplies and the ocean and lakes our children play in. Fertilizer, oil, pesticides, detergents, pet waste, grass clippings: You name it and it ends up in our water.

Stormwater pollution is one of New Jersey's greatest threats to clean and plentiful water, and that is why we are all doing something about it.

By sharing the responsibility and making small, easy changes in our daily lives, we can keep common pollutants out of stormwater. It all adds up to cleaner water, and it saves the high cost of cleaning up once it is dirty.

As part of New Jersey's initiative to keep our water clean and plentiful and to meet federal requirements, many municipalities and other public agencies including colleges and military bases must adopt ordinances or other rules prohibiting various activities that contribute to stormwater pollution. Breaking these rules can result in fines or other penalties.

What can we do? It is simple! Dump nothing down the storm drain that you would not swim in or drink:

- 1. Use pesticides and fertilizer sparingly, if at all.
- 2. Repair auto leaks.
- 3. Dispose of household hazardous waste, used auto fluids (antifreeze,

- oil, etc.) and batteries at designated collection or recycling locations.
- 4. Clean up after your pet.
- 5. Use a commercial car wash or wash your car on a lawn or other unpaved surface.
- 6. Sweep up yard debris rather than hosing down areas.
- Clean paint brushes in a sink, not outdoors. Properly dispose of excess paints through a household hazardous waste collection program.
- 8. Sweep up and properly dispose of construction debris like concrete and mortar.

Reminders:

I will be available for appointments in my office in the Municipal Building, every second Tuesday, from 5:30 p.m. to 7:00 p.m. to discuss any problems or questions that can't be handled during regular business hours. Please call the Municipal Office (735-8616) to arrange an appointment.

Parks & Playgrounds by Robert Ragozine



The Town is getting ready to start several capital improvement projects at the Community Center. These projects include the instal-

lation of a brand new indoor gym floor, including painted lines for the basketball court; a total renovation of the bathrooms that will make them ADA-compliant; and a fresh coat of paint for the interior of the building. These projects are scheduled to begin in late August. While the bathrooms are being renovated, we will have temporary bathroom facilities on site to accommodate those who are using the Community Center. Other projects being reviewed for the Community Center include new indoor bas-

ketball backboards, new energy efficient lighting for the indoor basketball court, and a new programmable thermostat to control the heating better.

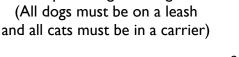
The town picnic is set for September 9 with a rain date of September 10 Anyone interested in volunteering to help please call town hall at 908-735-8616. Let's have some fun and sun !!!.

FREE RABIES CLINIC

For Dogs & Cats
Sponsored by The Town of Clinton & Clinton Township
Saturday, January 13, 2007

8 to 11 AM Municipal Garage 43 Leigh Street, Clinton
(All dogs must be on a leash







Police Department by Chief R. Brett Matheis

SCHOOL'S OPEN DRIVE & CROSS CAREFULLY

With the new school year about to begin this is a good time to review pedestrian safety from both the motorist and pedestrian perspectives and particularly to their separate but equal obligations.

Although motorists are required by law to yield to a pedestrian in a crosswalk, this does not mean that pedestrians have the right to stroll into a crosswalk in front of an oncoming car without looking. Pedestrians are required by law to stop at the curb, to look both ways and to proceed only when it is safe to do so.

A pedestrian in the street is extremely vulnerable to a passing vehicle, therefore although a pedestrian may not be crossing the street properly or even lawfully, the motorist must still yield to that pedestrian—after all, two wrongs do not make a

right, and the consequences can be tragic.

Enforcement of crosswalk violations can be difficult as sometimes the police officer attempting to apprehend a violator creates more of a hazard than the violation itself, however be assured that there is a zero tolerance policy for those who are stopped for not yielding to a pedestrian.

During the school year and at a minimum, crossing guards will be posted at Route 173 at Leigh Street, Leigh Street at Center Street, Leigh Street at the school bike path and Leigh Street at Alton Place. Additional guards may be posted at other locations as necessary. Please review with your children the importance of strictly obeying the directions of our crossing guards, and as always Route 173 between the Blue Cactus Restaurant and Leigh Street is not an authorized route for children to walk to school

I also would like motorists to understand that the job of a crossing guard is often a thankless and difficult one and that the safety of our children depends on them. Please be patient, smile and wave but above all—pay attention to their commands.

Please be assured that during the remainder of the Halstead Street Bridge project, every step necessary to ensure the safety of persons utilizing the temporary pedestrian crossing will be taken by the County, contractor and the Town. The contractor will be particularly vigilant during the times of school crossing. I ask that anyone who observes an unsafe condition by this walkway to report it to a crossing guard or a police officer immediately.

On behalf of the department I hope that everyone had a great summer and we look forward to a rewarding and safe school year.



REMINDER:
SCHOOL'S OPEN
DRIVE CAREFULLY

Town-Wide Yard Sale

Will be held the First Saturday of June EVERY Year

Rain Or Shine



<u>Baby Parade</u> <u>Downtown Clinton</u>

Saturday, September 9th - 10am

Sponsored by Clinton Emergency Services Foundation For Info Call 800-585-4407

Clinton Emergency Services Foundation

Seeking New Members

Clinton Emergency Services Foundation is a non-profit organization. The Foundation raises money by holding fundraisers that will aid in the purchase of emergency equipment for both the Clinton Fire Department and The Clinton First Aid Rescue Station.

The foundation is made up of people who are willing to donate their time to help our emergency services departments. The board members of the Foundation are Arlene Quinones-Perez, Ray Bahto, Laurie Insel, Carol Dorf, Joelle Garber, Gene DeCleene, Pat McGaheran, Joe Korkuch, Mary Iazzetta, Tim Langston, and Melinda Stortz. A secretary position is available, if interested and for membership applications please call the Foundation Hotline at 800-585-4407.

The first fundraiser was a car wash and boot collection held on August 5, which raised over \$4,400. Thanks to all who helped make this fundraiser a huge success.

The second fundraiser, Baby Parade, will be held Saturday, September 9 at 10:00AM downtown Clinton (rain date Sunday, September 10). There will be an entry fee of \$10.00 and registration forms will be in local merchant's stores along with a registration sign up table on Main Street at 9:30 AM on day of parade. Prizes will be awarded for different categories. Look for "Guess Who The Baby On The Box Is" also in your local stores.

Clinton First Aid & Rescue Squad by Chad Newsome



August marks the 38th anniversary of the Clinton First Aid & Rescue Squad (CFA&RS).

Most people only think of the squad in times of an emergency. However, one of our responsibilities include going out to various civic groups, schools and businesses so as to promote a better understanding of who we are. With over eighty volunteers on our roster, there are a number of our members who would welcome the opportunity to meet with these groups.

If your organization wants to hear about various topics concerning the Clinton First Aid & Rescue Squad, we can send speakers to your meeting to discuss a wide variety of topics:

- The History of Emergency Medical Care and Rescue Services
- What To Do in Case of an Emergency
- CPR Training What Happens When I Call 911?
- Funding the Clinton First & Rescue Squad for Tomorrow's Challenges

This is just a small sampling of the topics that we can offer for your next meeting. Additionally, if you need a presentation specifically tailored to your organizational needs, our speakers will work with you to devise a plan catered to your needs.

Please think of CFA&RS for your next meeting. We know that you will be pleased with the presentation! Interested groups may contact the squad directly to arrange a presentation by e-mail — cnewsome@clintonems,org.

Historic Preservation Commission by Allie McGaheran

Three years ago, the Clinton Historic Preservation Commission began to recognize those whose restoration or renovation projects enhance the essence of Clinton. This year three plaques of recognition have been awarded. The Clinton United Methodist Church restored a parish house on Halstead Street carefully keeping woodwork, fireplaces, and flooring. While restoring, workers found that early insulation was stones from the nearby river. These stones used by early builders were called noggins. The Reverend Gregory Milinovich

and Elaine and Dick Peete accepted the plaque.

The other two restoration projects were the results of the May 2003 Main Street fire. Heartstrings was completely restored by owners Carol Beder and Craig Reuter. While architect David Denson followed the footprints of the 1890 buildings, the buildings were actually improved by bringing them up to modern code. Old pictures of the buildings were used as guides. In Heartstrings, one old beam was saved, and was incorporated into the present building.

Immediately next door, the Carhart family, owners Mary Lou and Bart and manager son, Scott, restored Good Toys. Again architect Denson kept the ambience of the 1890 building. Colors chosen inside and outside recall the atmosphere of earlier times.

The Carharts, Carol Beder, and Craig Reuter will receive plaques of recognition in October.

These three projects protect the beauty of Clinton.



Saturday, November 4, 2006 9:00 am to 1:00 pm

Route 12 County Garage Hunterdon County Complex Flemington, NJ 08822

Any questions, call 908-788-1110 between the hours of 8:00 am and 4:30 pm

Overcrowding Ordinance: The Town of Clinton recently adopted an Ordinance regulating the rental of housing units. All landlords must register each rental property with the Town Clerk. Applications are available on the Town of Clinton website or at the Municipal Building.

Council Highlights by Colleen O'Reilly

April 25, 2006

- ~ Mayor Schaumburg discussed the traffic concerns with the recent start of the Exit 15 reconstruction project. The Mayor and Police Chief have been in constant contact with the NJ DOT and will continue to monitor the situation.
- ~Mayor Schaumburg reported on her recent attendance at the Conference of Mayors.
- ~ Councilwoman Insel discussed that the Historic Commission is considering doing a Walking Tour once or twice a year, in conjunction with Guild events.
- ~ Councilwoman Garber attended the recent United Way dinner honoring Frank Hooper for his volunteerism.
- ~ Councilman Ragozine discussed improvements at the Community Center and announced the Town Picnic will be held on September 9th.

May 9, 2006

- ~ A letter of resignation was received from Lois Terreri, Senior Services Coordinator; she will be moving out of Clinton in the fall.
- ~ Councilman Ragozine reviewed the status of 47 Leigh Street; architectural plans are close to being finalized
- ~ Councilman Harrison discussed that the Sewer Committee has sent out letters to all Town food handlers for specifics on grease traps.

May 23, 2006

- ~ Frank Jones, former Clinton resident presented a painting of the oldest house in Clinton to the Town. The house was located where the present parking lot is on Lower Center Street. He presented the painting to the Mayor.
- ~ Richard Urmstron, Clinton Guild President, explained the Cruisin' in Clinton concept. This would be a great draw into the Town and support the local merchants. It was decided to hold it on Sunday afternoons, with the time to be deter-

mined.

- ~ Mayor Schaumburg reviewed The Housing Element & Fair Share Plan discussed at the recent Planning Board meeting. A subcommittee has been formed to work aggressively on the issues for the Town.
- ~ Countryside NJ magazine did a feature story on the Town of Clinton; a copy is available in the Clerk's office
- ~ Councilwoman Kovach reported that the Commissioner of NJ DEP is visiting the Town and Mrs. Kovach will tour the town with Ms. Jackson to show her where the recent \$900 thousand grant received from the State is being used for the Clinton dam/dike project.
- ~ Councilman Ragozine recommended signing an agreement with AFLAC. This is being researched.

June 13, 2006

- ~ Mayor Schaumburg congratulated the NHHS Girl's Softball team for winning the State Championship.
- ~ Cruisin' Clinton will be held on Sunday, July 23, from 2 to 6 p.m. future dates to be determined.
- ~ Councilwoman Insel reported on the Smart Growth Committee, who listened to a presentation by Carl Hintz, planner. Mr. Hintz completed the two HART grants issued to the Town for the Streetscape Plan and the Pedestrian and Bikeway Study.
- ~ Councilman DeCleene reported on the recent drill held by the Rescue Squad at the Community Center.
- ~ Councilman Ragozine discussed that proposals for flooring and bathroom remodeling are being reviewed for work at the Community Center.
- ~ Police Chief Matheis discussed the traffic patrols at Hunts Mill Park. A Stop sign has been installed and has improved the situation.

June 27, 2006

- ~ Mr. Cutter reviewed the status of the Halstead Street Bridge project.
- ~ Councilman Ragozine discussed

- the 47 Leigh street project, which is going out for bid.
- ~ Councilwoman Garber discussed the Chamber of Commerce "Taste of Clinton" to be held on Aug. 3.
- ~ Councilwoman Garber thanked the Mayor and the Clinton Fire Dept. for arranging the parade for the NHHS Softball Celebration Parade.
- ~ Councilwoman Kovach reported on the Highlands Council release of a draft copy of the Preliminary Informational Release for the Regional master Plan.
- ~ Councilwoman Insel discussed the two HART grants that were completed and submitted for the Bike Path and Streetscape.

July 11, 2006

- ~ The Hunterdon Museum of Art sent a letter commending the quick response of the Town with the recent flooding of Lower Center Street.
- ~ A Thank You note was received by Melanie Kreutel, recipient of the "Clinton Good Kid" award from CPS.
- ~ A Petition has been submitted for the public to obtain signatures to bring to the State of NJ to consider a new study for sound barriers in the Town.
- \sim The Shakespeare Festival was held July 7, 8 and 9 and was a huge success.
- ~ Bob Cutter, reported that the Town joined the Morris County Coop Pricing Council in April and will benefit starting in September with the purchase of diesel fuel and gasoline
- ~ Councilman Ragozine reported that the Finance Committee, with the help of Kathy Olsen, CFO, was able to improve banking relationships and save the Town \$60,000 to \$70,000 a year.
- ~ Councilwoman Garber reported that the Parks & Playgrounds Committee will host the Town Picnic on Sat. Sept 9, rain date Sept. 10.

Around the Town by Danielle Badiali



Saturday, September 9:

BOOK SIGNING MaryAnn McFadden signing Richest Season.

Clinton Book Shop 1 to 3PM

TOWN PICNIC

Music, Games, & Fireworks
At Hunts Mill Park
2pm to Dusk
(Rain date Sept 10)



BABY PARADE

10:00 AM At downtown Clinton (Rain date Sept 10)

Sunday, September 10:

9/11 BENEFIT CONCERT
At the Red Mill
For info call 735-4101

Sunday, September 24:

HOT ROD CAR SHOW

Red Mill Museum

10AM to 4PM



Sunday, October 15:

South Branch Watershed Assoc.
6th Annual Wine Tasting
Sponsored by Clinton Wine & Spirits
Located at The Clinton Squad House
Call 782-0422 for more info.

Friday & Saturday, October 20 & 21 and 27 & 28:

HAUNTED MILL!

The Ultimate Scary Event!!!!!
Red Mill Doors Open at 6PM All Nights.



Friday, October 27:

PUMPKIN FEST: Pumpkin Carving Contest in Downtown Clinton 6PM to 9PM Clinton Book Shop NIGHT OF HORRORS
A spooky Halloween with lots of scary characters
& readings from horror books!
7PM to 9PM

HCL AMATEUR PHOTOGRAPHY SHOW ENTRY DEADLINE:

Tuesday, September 26, 2006 Call the North County Branch Library

Running through October 29:

Risky Business: Five Photographers
Shoot the Family;

Natural and Unnatural: Imagining Landscape

Hunterdon Art Museum Tuesdays through Sundays 11 to 5

Saturday & Sunday, November 4 & 5:

Civil War Winter Encampment
Visit the 3rd NJ Vol. Infantry
and experience their lifestyle and demos.

Running November 5 through January 7:

2006 HMA Members Exhibition 3D Multimedia;

The Powers That Be: New York Times
Political Photographers;
War in the World

 $\label{thm:eq:hunterdon} Hunterdon\ Art\ Museum$ $\ Tuesdays\ through\ Sundays\ 11\ to\ 5$

Friday & Saturday, November 24 & 25:

DICKEN'S DAYS

Sales, Costumes, Horse Rides,
Music, Food, Theater
Clinton's Favorite Festive Weekend Event

Friday, November 24:

LIGHTING OF COMMUNITY CHRISTMAS TREE
Santa arrives by Fire Truck! 6:30PM

Friday, December 1:

ANNUAL CHRISTMAS PARADE: 7:00PM



Newsletter
Town of Clinton
43 Leigh Street
P.O. Box 5194
Clinton, NJ 08809

www.clintonnj.gov

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RECYCLING DATES FOR 2006

September 5, 19

October 3, 17, 31

November 14, 28



Calendar of Town Committee Meetings at Municipal Bldg.

ASSESSOR — 4:30 to 5:30 PM Second Wednesday of each month

BOARD OF ADJUSTMENT — 7:30 PM Fourth Monday of each month (as needed)

BUILDING INSPECTOR — 7:00 to 8:00 PM Every Wednesday; 9:00 to 12 Noon Thursdays

COUNCIL MEETING — 7:30 PM Second and Fourth Tuesday of each month

EMERGENCY SERVICES FOUNDATION — 7:30 Third Tuesday of each month

ENVIRONMENTAL COMMISSION — 7:30 PM Fourth Monday of each month

HISTORICAL PRESERVATION COMMITTEE — 7:30 PM Third Wednesday of each month

PARKS AND PLAYGROUNDS — 7:30 PM Third Thursday of each month

PLANNING BOARD — 7:30 PM First Tuesday of each month

SHADE TREE COMMISSION — 7:30 PM Third Monday of each month

SMART GROWTH COMMITTEE — 7:30 PM Second Thursday of each month

For information regarding placing articles in this newsletter, contact Nancy Burgess (735-2265)