

**BOROUGH OF LAKEHURST  
WORK SESSION/REGULAR MEETING  
MAY 18, 2017  
TENTATIVE AGENDA**

1. Approval of Minutes of May 4, 2017 Work Session/Regular Meeting
2. Payment of Bills
3. Resolution regarding Clerk 3 permanent appointment for Pamela Heinzman
4. Resolution regarding Clerk 3 permanent appointment for Amy Lowe
5. Executive/Closed Session to discuss Personnel Matters/Contract Negotiations

Bernadette Dugan, RMC  
Municipal Clerk

*The Mayor and Council reserve the right to add or delete items from the agenda.*

**RESOLUTION  
MAY 18, 2017**

**WHEREAS**, the governing body of the Borough of Lakehurst, in the County of Ocean and State of New Jersey has carefully examined all vouchers presented to the Borough Clerk for payment of claims; finding all to be accurate and legitimate;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the bills list as presented in the amount of \$126,371.99 is hereby approved.

**I, Bernadette Dugan, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 18, 2017.**

\_\_\_\_\_  
**Bernadette Dugan, RMC  
Municipal Clerk**

P.O. Type: All  
Range: First to Last  
Format: Detail without Line Item Notes

Open: N Paid: N Void: N  
Rcvd: Y Held: Y Aprv: N  
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
17-00073	01/26/17	B0064 BLUE LINE EMERGENCY LIGHTING									
		1 VEHICLE LIGHTING AND EQUIPMENT	10,526.80	6-01-25-127-242	B	EQUIPMENT - NEW PURCHASE	R	01/26/17	05/12/17		
17-00234	03/21/17	E0031 EMERGENCY REPORTING									
		1 FIRE DEPT YEARLY FIRE PACKAGE	1,089.00	7-01-25-125-299	B	MISCELLANEOUS	R	03/21/17	05/12/17		2016_5922
17-00238	03/24/17	M0118 MIRACLE CHEMICAL CO.									
		1 200 GAL SODIUM HYPOCHLORITE	660.00	7-09-00-101-267	B	CHEMICALS	R	03/24/17	05/12/17		
17-00254	03/30/17	W0200 WATER WORKS SUPPLY									
		1 27"/29" STATIONARY ROD	81.24	7-09-00-101-212	B	MAINTENANCE SUPPLIES	R	03/30/17	05/12/17		
		2 4" CURB BOX	220.20	7-09-00-101-212	B	MAINTENANCE SUPPLIES	R	03/30/17	05/12/17		
		3 6" X 3/4" CC JCM SADDLE	106.77	7-09-00-101-212	B	MAINTENANCE SUPPLIES	R	03/30/17	05/12/17		
		4 6" X 1" CC JCM SADDLE	106.77	7-09-00-101-212	B	MAINTENANCE SUPPLIES	R	03/30/17	05/12/17		
			514.98								
17-00289	04/17/17	B0081 BELSON OUTDOORS									
		1 10 GAL PERFORATED WASTE BASKET	732.00	R-02-00-224-001	B	CLEAN COMMUNITIES 2016	R	04/17/17	05/12/17		
		2 SHIPPING	148.50	R-02-00-224-001	B	CLEAN COMMUNITIES 2016	R	04/17/17	05/12/17		
			880.50								
17-00290	04/17/17	A0070 ALLCOMM TECHNOLOGIES INC									
		1 MOTOROLA MAINTENANCE AGREEMENT	95.00	7-01-25-127-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	04/17/17	05/12/17		21112
17-00293	04/17/17	P0032 THE PARTS SHACK, LLC									
		1 2017 FORD MATS	80.63	7-01-26-151-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	04/17/17	05/12/17		
		2 2017 3500HD - CUSTOM MATS	155.56	7-01-26-151-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	04/17/17	05/12/17		
			236.19								
17-00295	04/18/17	M0031 R. R. DONNELLY									
		1 CERTIFIED COPY OF VITAL RECORD	147.00	7-01-20-104-216	B	PRINTING	R	04/18/17	05/12/17		
17-00296	04/20/17	C0089 CARL'S FENCING									
		1 FENCING FOR COMMUNITY GARDEN	694.41	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	04/21/17	05/12/17		

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
17-00299	04/20/17	E0010 ENFORSYS POLICE SYSTEMS INC.									
		1 POLICE SOFTWARE MAINTENANCE	3,100.00	7-01-25-127-299	B	MISCELLANEOUS	R	04/20/17	05/12/17		8540
17-00300	04/20/17	D0364 DINN BROTHERS									
		1 PLAQUE WITH ENGRAVING	73.25	7-01-25-127-299	B	MISCELLANEOUS	R	04/20/17	05/12/17		
		2 SHIPPING/HANDLING	13.75	7-01-25-127-299	B	MISCELLANEOUS	R	04/20/17	05/12/17		
			<u>87.00</u>								
17-00303	04/20/17	P0074 PANGARO TRAINING AND MANAGEMEN									
		1 CLASSROOM TRAINING/INFORMANTS	189.00	7-01-25-127-284	B	TRAINING & EDUCATION	R	04/20/17	05/12/17		1489
17-00305	04/20/17	B0081 BELSON OUTDOORS									
		1 10 GAL PERFORATED WASTE BASKET	366.00	R-02-00-224-001	B	CLEAN COMMUNITIES 2016	R	04/20/17	05/12/17		
		2 SHIPPING	51.96	R-02-00-224-001	B	CLEAN COMMUNITIES 2016	R	04/20/17	05/12/17		
			<u>417.96</u>								
17-00312	04/25/17	S0197 STEVENSON SUPPLY CO., INC.									
		1 300' TUBING 1 CTS PE4710	295.59	7-01-26-113-299	B	MISCELLANEOUS	R	04/25/17	05/12/17		
		2 STIFFENER 1 CTS SS FOR PE TUBI	27.46	7-01-26-113-299	B	MISCELLANEOUS	R	04/25/17	05/12/17		
			<u>323.05</u>								
17-00313	04/25/17	L0108 LORCO PETROLEUM SERVICES									
		1 MOTOR OIL RECYCLING	90.00	7-01-26-153-250	B	RECYCLING TAX	R	04/25/17	05/12/17		
17-00316	04/25/17	O0145 OCEAN COUNTY UTILITIES									
		1 2ND QTR 2017 UTILITIES CHARGE	77,640.00	7-09-00-105-222	B	CONTRACTUAL SERVICES	R	04/25/17	05/12/17		1800019619
17-00318	04/25/17	L0003 LAKEHURST HARDWARE									
		1 HARDWARE HOUSE ACCOUNT CHARGES	15.93	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	04/25/17	05/12/17		
17-00319	04/25/17	H0626 HENDERSON LABS, J.R. INC.									
		1 LAB TESTS APRIL 2017	120.00	7-09-00-101-222	B	CONTRACTUAL SERVICES	R	04/25/17	05/12/17		
17-00325	04/27/17	A0093 ACTION UNIFORM CO.									
		1 BLAUER S/S CLASS A SHIRT	119.98	7-01-25-127-272	B	UNIFORM REPAIRS - REPLACE	R	04/27/17	05/12/17		
17-00326	04/27/17	A0093 ACTION UNIFORM CO.									
		1 L/S CLASS A UNIFORM	178.00	7-01-25-127-280	B	UNIFORM ALLOWANCE - DRYBOLA	R	04/27/17	05/12/17		
		2 CLASS A TROUSERS	196.00	7-01-25-127-280	B	UNIFORM ALLOWANCE - DRYBOLA	R	04/27/17	05/12/17		

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17-00326	04/27/17	A0093 ACTION UNIFORM CO.				Continued					
		3 S/S CLASS A UNIFORM	<u>87.00</u>	7-01-25-127-280	B UNIFORM ALLOWANCE - DRYBOLA		R	04/27/17	05/12/17		
			461.00								
17-00327	04/27/17	A0093 ACTION UNIFORM CO.									
		1 BLAUER S/S SHIRT CLASS A	70.00	7-01-25-127-274	B UNIFORM ALLOWANCE - JAMES		R	04/27/17	05/12/17		
		2 BLAUER CLASS A PANTS	89.00	7-01-25-127-274	B UNIFORM ALLOWANCE - JAMES		R	04/27/17	05/12/17		
		3 STREAMLIGHT STINGER FLASHLIGHT	175.00	7-01-25-127-274	B UNIFORM ALLOWANCE - JAMES		R	04/27/17	05/12/17		
		4 511 CLASS B PANTS	134.00	7-01-25-127-274	B UNIFORM ALLOWANCE - JAMES		R	04/27/17	05/12/17		
		5 511 S/S SHIRT CLASS B	67.00	7-01-25-127-274	B UNIFORM ALLOWANCE - JAMES		R	04/27/17	05/12/17		
		6 511 L/S SHIRT CLASS B	67.00	7-01-25-127-274	B UNIFORM ALLOWANCE - JAMES		R	04/27/17	05/12/17		
		7 GH ARMOR BALLISTIC VEST CARRIE	<u>198.00</u>	7-01-25-127-274	B UNIFORM ALLOWANCE - JAMES		R	04/27/17	05/12/17		
			800.00								
17-00328	04/27/17	A0093 ACTION UNIFORM CO.									
		1 5.11 PDU STRYKE PANTS	67.00	7-01-25-127-277	B UNIFORM ALLOWANCE - PAPERNIK		R	04/27/17	05/12/17		
		2 5.11 PDU SHIRT LONG SLEEVE	67.00	7-01-25-127-277	B UNIFORM ALLOWANCE - PAPERNIK		R	04/27/17	05/12/17		
		3 5.11 PDU SHIRT SHORT SLEEVE	<u>67.00</u>	7-01-25-127-277	B UNIFORM ALLOWANCE - PAPERNIK		R	04/27/17	05/12/17		
			201.00								
17-00341	04/28/17	W0026 WARSHAUER GENERATOR									
		1 SCHEDULED MAINTENANCE	2,800.00	7-09-00-101-221	B SPECIAL CONSULTANT		R	04/28/17	05/12/17		
17-00343	04/28/17	A0093 ACTION UNIFORM CO.									
		1 5.11 PDU STRYKE PANTS	402.00	7-01-25-127-272	B UNIFORM REPAIRS - REPLACE		R	04/28/17	05/12/17		
		2 5.11 PDU LONG SLEEVE SHIRTS	402.00	7-01-25-127-272	B UNIFORM REPAIRS - REPLACE		R	04/28/17	05/12/17		
		3 5.11 PDU SHORT SLEEVE SHIRTS	<u>402.00</u>	7-01-25-127-272	B UNIFORM REPAIRS - REPLACE		R	04/28/17	05/12/17		
			1,206.00								
17-00346	05/02/17	M0113 MANCHESTER TOWNSHIP									
		1 ILSA GASOLINE 2/17	851.87	7-01-31-160-265	B GASOLINE		R	05/02/17	05/12/17		
		2 ILSA GASOLINE 3/17	<u>1,005.01</u>	7-01-31-160-265	B GASOLINE		R	05/02/17	05/12/17		
			1,856.88								
17-00350	05/03/17	G0041 GREG MEZERA									
		1 LIFEGUARD TRAINING	250.00	7-01-28-141-299	B MISCELLANEOUS		R	05/03/17	05/12/17		
17-00352	05/04/17	L0048 LAKEHURST OPERATING, INC.									
		1 FUEL USAGE - APRIL 2017	941.00	7-01-31-160-265	B GASOLINE		R	05/04/17	05/12/17		

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17-00354	05/04/17	C0032 CERTIFIED SPEEDOMETER									
		1 CALIBRATION PD CARS 2,3,4,5,6	192.50	7-01-25-127-299	B	MISCELLANEOUS	R	05/04/17	05/12/17		
17-00355	05/04/17	A0090 ACCURATE TOWING									
		1 TOW PD 1304 4/11/17	50.00	7-01-26-147-252	B	POLICE VEHICLE MAINT/REPAIR	R	05/04/17	05/12/17		40414-1
17-00356	05/04/17	S0896 SHORE BUSINESS SOLUTIONS									
		1 PW COPIER - PER COPY BILLING	10.13	7-01-26-151-299	B	MISCELLANEOUS	R	05/04/17	05/12/17		039578
		2 BORO HALL - PER COPY BILLING	16.13	7-01-20-104-299	B	MISCELLANEOUS	R	05/04/17	05/12/17		039571
		3 TAX OFFICE - PER COPY BILLING	10.81	7-01-20-104-299	B	MISCELLANEOUS	R	05/04/17	05/12/17		039602
			37.07								
17-00358	05/04/17	N0380 NJ STATE LEAGUE OF MUNICIPALIT									
		1 WEBINAR - B. DUGAN 6/8/17	35.00	7-01-20-104-284	B	TRAINING & EDUCATION	R	05/04/17	05/12/17		
17-00359	05/05/17	C0084 COASTAL SOLUTIONS									
		1 HP 24 PORT GIGABIT SWITCH	718.00	7-01-20-104-244	B	EQUIPMENT MAINTENANCE/REPAIR	R	05/05/17	05/12/17		53363
		2 SHIPPING	20.80	7-01-20-104-244	B	EQUIPMENT MAINTENANCE/REPAIR	R	05/05/17	05/12/17		53363
			738.80								
17-00360	05/05/17	G0042 GERTNER & GERTNER, LLC									
		1 MAILING CHARGES OPRA REQUESTS	157.59	7-01-20-104-299	B	MISCELLANEOUS	R	05/05/17	05/12/17		1560
17-00361	05/08/17	NJ105 NJ DEPT. OF LABOR AND									
		1 UNEMPLOYMENT CHARGES 1ST Q 17	190.45	7-01-23-179-296	B	UNEMPLOYMENT	R	05/08/17	05/12/17		
17-00368	05/10/17	NJ101 NJ DEPT OF HEALTH									
		1 DOG LIC REPORT APRIL 2017	11.40	7-15-00-900-003	B	DUE STATE OF NJ-DOG TRUST FUND	R	05/10/17	05/12/17		
17-00370	05/10/17	O0140 OCEAN COUNTY BOARD OF HEALTH									
		1 ANIMAL SHELTER BILLING 4/17	192.00	7-01-27-139-299	B	MISCELLANEOUS	R	05/10/17	05/12/17		
17-00372	05/10/17	P0158 PITNEY BOWES									
		1 MAILING METER CHARGES	318.00	7-01-20-104-299	B	MISCELLANEOUS	R	05/10/17	05/12/17		
17-00373	05/10/17	A0971 AVAYA COMMUNICATION									
		1 MERLIN SYSTEM AGREEMENT 5/17	77.14	7-01-31-164-275	B	TELEPHONE	R	05/10/17	05/12/17		

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
17-00374	05/10/17	U0005 UNIFIRST CORPORATION									
1		PW UNIFORM CLEANING 04/17	596.80	7-09-00-101-271	B	UNIFORMS	R	05/10/17	05/12/17		
17-00375	05/10/17	N0029 TITAN, LLC									
1		BORO HALL WATER AND COOLER	18.00	7-01-26-113-299	B	MISCELLANEOUS	R	05/10/17	05/12/17		
2		POLICE DEPT WATER AND COOLER	55.00	7-01-25-127-299	B	MISCELLANEOUS	R	05/10/17	05/12/17		
3		PW GARAGE WATER AND COOLER	36.00	7-01-26-151-299	B	MISCELLANEOUS	R	05/10/17	05/12/17		
4		BORO HALL DOWNSTAIRS WATER	24.00	7-01-20-107-299	B	MISCELLANEOUS	R	05/10/17	05/12/17		
			<u>133.00</u>								
17-00376	05/11/17	W0021 WESTERN PEST SERVICES									
1		PEST CONTROL SERVICE 5/17	105.00	7-01-26-113-222	B	CONTRACTUAL SERVICES	R	05/11/17	05/12/17		4418371B
17-00377	05/11/17	N0136 NJ NATURAL GAS COMPANY									
1		ESC GAS BILL	392.89	7-01-31-165-269	B	NATURAL GAS	R	05/11/17	05/12/17		
2		PW GARAGE GAS BILL	513.36	7-01-31-165-269	B	NATURAL GAS	R	05/11/17	05/12/17		
3		COMMUNITY CENTER GAS BILL	206.73	7-01-31-165-269	B	NATURAL GAS	R	05/11/17	05/12/17		
4		PD HQ GAS BILL	306.86	7-01-31-165-269	B	NATURAL GAS	R	05/11/17	05/12/17		
5		BOROUGH HALL GAS BILL	95.75	7-01-31-165-269	B	NATURAL GAS	R	05/11/17	05/12/17		
			<u>1,515.59</u>								
17-00378	05/11/17	C0060 COMCAST CABLE									
1		PUBLIC WORKS CABLE MODEM	85.93	7-01-31-164-275	B	TELEPHONE	R	05/11/17	05/12/17		
17-00379	05/11/17	J0900 JCP&L CUSTOMER ACCOUNTING									
1		ELECTRIC BILL PD HQ	917.58	7-01-31-162-276	B	ELECTRICITY	R	05/11/17	05/12/17		
2		ELECTRIC BILL ESC	735.08	7-01-31-162-276	B	ELECTRICITY	R	05/11/17	05/12/17		
			<u>1,652.66</u>								
17-00380	05/11/17	V0855 VERIZON									
1		PHONE BILL	6.55	7-01-31-164-275	B	TELEPHONE	R	05/11/17	05/12/17		
17-00381	05/11/17	B0019 BOLLINGER, INC. - DENTAL									
1		DENTAL INSURANCE BILL 5/17	3,001.80	7-01-23-121-226	B	Insurance - Dental	R	05/11/17	05/12/17		042534
17-00382	05/11/17	V0011 VERIZON WIRELESS									
1		BORO CELL PHONE BILL	571.53	7-01-31-164-275	B	TELEPHONE	R	05/11/17	05/12/17		
2		POLICE MDT CELL PH BILL	71.18	7-01-31-164-275	B	TELEPHONE	R	05/11/17	05/12/17		

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17-00382	05/11/17	V0011 VERIZON WIRELESS		Continued							
		3 FIRE DEPT CELL PH BILL	<u>55.04</u>	7-01-31-164-275	B	TELEPHONE	R	05/11/17	05/12/17		
			697.75								
17-00383	05/11/17	J0900 JCP&L CUSTOMER ACCOUNTING									
		1 ELECTRIC BILL UF	3,561.16	7-09-00-101-276	B	ELECTRIC	R	05/11/17	05/12/17		
17-00384	05/11/17	J0900 JCP&L CUSTOMER ACCOUNTING									
		1 ELECTRIC BILL STREET LIGHTING	1,882.11	7-01-31-163-276	B	STREET LIGHTING	R	05/11/17	05/12/17		
17-00385	05/11/17	J0900 JCP&L CUSTOMER ACCOUNTING									
		1 ELECTRIC BILL CF	1,021.43	7-01-31-162-276	B	ELECTRICITY	R	05/11/17	05/12/17		
17-00387	05/12/17	S0973 STAPLES									
		1 PD DOCUMENT FRAME	21.58	7-01-25-127-299	B	MISCELLANEOUS	R	05/12/17	05/12/17		
17-00388	05/12/17	W0168 WEST GROUP PAYMENT CENTER									
		1 NJ STATUTES SUBSCRIPTION RENEW	3,469.00	7-01-20-104-283	B	BOOKS & PUBLICATIONS	R	05/12/17	05/12/17		836127868
17-00389	05/12/17	L0040 LOWE'S									
		1 B&G - COMM CENTER STOVE PARTS	20.66	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	05/12/17	05/12/17		
		2 B&G - ROW BOAT PARTS	27.47	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	05/12/17	05/12/17		
		3 B&G - BOROUGH HALL BLINDS	286.90	7-01-26-113-299	B	MISCELLANEOUS	R	05/12/17	05/12/17		
		4 B&G - LUMBER FOR COMM GARDEN	334.80	7-01-26-113-261	B	PAINT & LUMBER	R	05/12/17	05/12/17		
		5 B&G - COMM GARDEN SUPPLIES	94.15	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	05/12/17	05/12/17		
		6 B&G - COMM GARDEN WATER LINE	<u>40.07</u>	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	05/12/17	05/12/17		
			804.05								
17-00390	05/12/17	A9111 ADP, INC									
		1 PAYROLL CHARGES PDEND 05/05/17	354.95	7-01-20-103-299	B	MISCELLANEOUS	R	05/12/17	05/12/17		492839953
<hr/> <b>Total Purchase Orders: 54 Total P.O. Line Items: 93 Total List Amount: 126,371.99 Total Void Amount: 0.00</b> <hr/>											

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	6-01	10,526.80	0.00	10,526.80	0.00	0.00	10,526.80
CURRENT FUND APPROPRIATIONS	7-01	28,642.39	0.00	28,642.39	0.00	0.00	28,642.39
WATER & SEWER OPERATING	7-09	85,892.94	0.00	85,892.94	0.00	0.00	85,892.94
ANIMAL CONTROL FUND	7-15	11.40	0.00	11.40	0.00	0.00	11.40
Year Total:		114,546.73	0.00	114,546.73	0.00	0.00	114,546.73
	R-02	1,298.46	0.00	1,298.46	0.00	0.00	1,298.46
Total of All Funds:		126,371.99	0.00	126,371.99	0.00	0.00	126,371.99

**RESOLUTION  
MAY 18, 2017**

**WHEREAS**, Pamela Heinzman serving as a provisional Clerk 3 Finance has successfully passed the Department of Personnel testing requirements for this position,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that Pamela Heinzman be appointed from the Certified Department of Personnel list to the permanent position of Clerk 3 Finance, effective March 16, 2017.

**I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 18, 2017.**

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**Bernadette Dugan, RMC/CPM  
Municipal Clerk**

**RESOLUTION  
MAY 18, 2017**

**WHEREAS**, Amy Lowe serving as a provisional Clerk 3 Public Works has successfully passed the Department of Personnel testing requirements for this position,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that Amy Lowe be appointed from the Certified Department of Personnel list to the permanent position of Clerk 3 Public Works, effective March 16, 2017.

**I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 18, 2017.**

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**Bernadette Dugan, RMC/CPM  
Municipal Clerk**