

## ENGINEERING DEPARTMENT

S 4295 South Buffalo Street Orchard Park, New York 14127-2609

**TOWN ENGINEER** 

**WAYNE L. BIELER, P.E.** 

Phone: (716) 662-6425 Fax: (716) 662-6488

Email: openg@orchardparkny.org

October 11, 2024

Honorable Town Board Town of Orchard Park 4295 South Buffalo Street Orchard Park, NY 14127

Re: Final Dedication - Riley Meadows West Subdivision Phase 3; PIP #2023-02

Dear Board Members:

On September 11, 2024, a final inspection was conducted of the public improvements installed in the Riley Meadows West Subdivision, Phase 3. The project included the installation a portion of Autumn Lane as shown on the attached location map. The completion of this Subdivision's Phase 3 will allow 21 new single-family residential lots to be developed.

All work has been satisfactorily completed in accordance with Town specifications with the exception of the following, which will be completed when the weather permits:

 Supply Third Party UL Certification for the Installation of 7- Light Poles and fixtures \$500

A two-year maintenance bond in the amount of \$450,000 has been submitted along with all other necessary documents.

The following is required by NYSDOT and will allow these new roadways to be included into the Local Highway Inventory (LHI) program, which is used to calculate Chips funding. I, therefore, recommend you adopt the following resolution:

WHEREAS, the portion of Autumn Lane was constructed as a Town street in accordance with plans and specifications prepared by Carmina Wood Design; and

WHEREAS, the two lane street is 0.30-miles in length and consist of a new drainage system, sanitary sewers, waterline, gutters, asphalt pavement, landscaping and street signage; and

S:\Subdivisions\Riley Meadows West\PIP Phase 3 Construction Correspondence\Letter TB Final Dedication Riley Meadows West Phase 3.doc

Town Board Dedication letter October 11, 2024 Page 2 of 2

WHEREAS, construction of the portion of Autumn Lane has been completed in accordance with as-built drawings and has been accepted for maintenance by the Town and is currently open to vehicular traffic for the public; now, therefore be it; and

RESOLVED, that the portion of Autumn Lane shall be included in the 2024 Town Local Highway Mileage Inventory of Town Streets; and, be it further; and

RESOLVED, that New York State Department of Transportation is requested to include the portion of Autumn Lane in the Town of Orchard Park's 2024 Inventory of Streets.

I, therefore, recommend that you authorize the Town Attorney to proceed with the dedication of the public improvements in the Riley Meadows West Subdivision Phase 3 constructed under PIP #2023-02, and authorize the Town Clerk to release the performance security in the amount of \$90,000.00.

Respectfully submitted,

Wayne L. Bieler, P.E. CFM

Town Engineer

Attachment

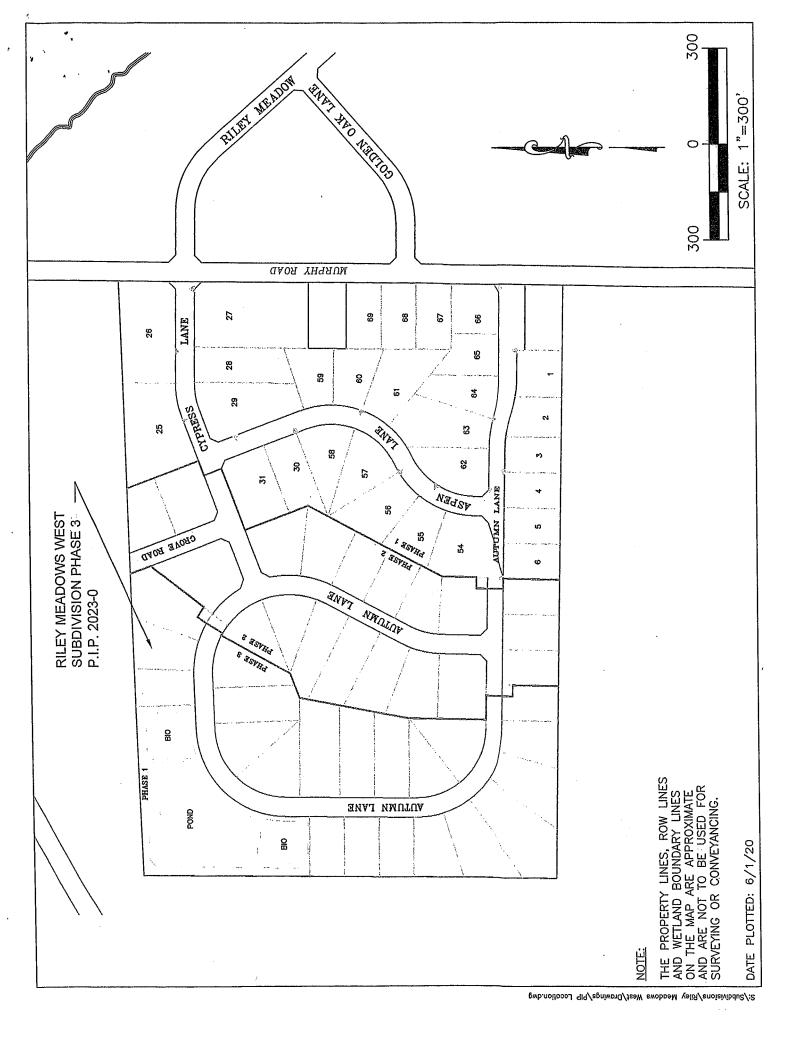
Cc:

Remy Orffeo, Town Clerk

Andy Slotman, Highway Superintendent Timothy Gallagher, Town Attorney Thomas Minor, Building Inspector

Nancy Kenlon, Town Assessor

File #2007.023.9





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October 15, 2024

Honorable Town Board Town of Orchard Park 4295 S. Buffalo Street Orchard Park, New York 14127

Riley Meadows West Subdivision - Phase 3 Re:

P.I.P. #2023-03

Connection of Decorative Light Fixtures – NYSEG Prices

Dear Board Members:

We have received a proposal from NYSEG for the installation of seven (7) decorative street light fixture on Grove Road in the Riley Meadows West Subdivision, Phase 3. At present, there are twenty two (22) singlefamily homes currently under construction in this Subdivision's Phase.

The LED luminaires infrastructure, which are owned and maintained by the Town, have been installed under PIP # 2023-03. The Town will maintain the poles, bulbs, and the electric eye of the luminaires and NYSEG will provide the energy only per the SC4 classification agreement. The Town purchases the electricity from the supplier, which is estimated to be \$42.03/ea. for an annual estimated cost of \$42.03 for this one decorative light pole. The attached application will add the new LED light to our existing SC4 (service classification) account. Charges for energy to the light may vary due to the electricity pricing trends from summer and winter month rate fluctuation.

I, therefore, recommend that you authorize NYSEG to connect seven (7) LED decorative light fixtures on Autumn Lane in the Riley Meadows West Subdivision Phase 3, installed under PIP #2023-03 at an estimated annual increased energy cost of \$42.03 to the Consolidated Light District in accordance with the attached NYSEG proposal.

Respectfully submitted.

Wayne L. Bieler, P.E., C.F.M.

Town Engineer

Attachments

Cc: Remy Orffeo, Town Clerk

File # 2007.023.8

Andy Slotman, Highway Superintendent Tricia Jurek, Town Orchard Park Accounting

Visit the Town's website at www.orchardparkny.org

**RESOLVED**, that the Town Board does hereby approve the following Stable Permits:

- Bella Cavallo Stables at 6263 Benning Road, West Falls, NY 14170
- Jaxon's Sky Equestrian Center LLc at 7613 Behm Rd, West Falls, NY 14170

WHEREAS, Alex Ensminger is currently a part time CAC Front Desk Clerk.

WHEREAS, Alex Ensminger is needed and available to assist with additional maintenance shifts during the upcoming winter season.

## NOW, THEREFORE, be it

**RESOLVED**, that the Town Board grants a change of status from Part Time to Seasonal for Alex Ensminger, for the five month period of October 12, 2024 – March 7, 2024.



## ENGINEERING DEPARTMENT

S 4295 South Buffalo Street Orchard Park, New York 14127-2609

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TOWN ENGINEER WAYNE L. BIELER, P.E.

October 11, 2024

Honorable Town Board Town of Orchard Park 4295 South Buffalo Street Orchard Park, New York 14127

Re: Appointment to Position of

Principal Engineer Assistant (Connor)

**Engineering Department** 

Dear Board Members:

As you know, the Engineering Department lost employees to other companies and in an attempt to fill the vacancies, various civil service lists were called for and tittles researched. A lot of time has been spent on this quest. In order to maintain and retain an experienced work force, filling vacancies and promotions is necessary in the Engineering Department. The Town Orchard Park has vast time and expenses in developing and training employee's and experiences/knowledge with Town's infrastructure, specifications, standards and procedures is valuable.

The "Principal Assistant Engineer list" was requested from Civil Service and interviews conducted. Four out of eighteen replied they would accept the position. Fourteen candidates responded insufficient compensation, not interested for the 0011 salary range listed in the White Collar Union contract. Several other Civil Service tittles have been requested to fill vacancies, but no current lists exist and potential, candidates are not interested due to insufficient salary offered.

The proposed Principal Engineer Assistant position description of duties includes the following: Assists civil/sanitary/road/water engineers by compiling data, making surveys and inspections, prepares drawings, reviewing engineering submittals, assisting in evaluations, and assisting in designs of the Town's aging infrastructure. Prepares drawings, maps, tracings, specifications and other graphic presentations of projects and programs. Participates in and/or compiles data for survey parties and engineers. Makes engineering computations, both manually and through the use of a computer. Searches records for data on properties, easements, rights of ways and the like. Assists in construction projects layout. Makes inspections of projects and programs, reviews findings with an Engineer. Makes routine tests and compiles data. Carries out tests of materials to ensure conformance to specifications. May be required to perform routine computer operation and programming. Prepares drawing and maps utilizing a computer. Performs other engineering tasks associated with the review, evaluation, design, and construction of projects.

Connor Moran has worked with the Orchard Park Engineering Department for over two years and was instrumental in field inspection at the Lakeview Reconstruction Project. He has also worked over time for plowing during the winter storm events and as needed with the Engineering Department.

Funding for the Principal Engineering Assistant position is included in the Engineering Department budget as Bill Fulton and Richard Mrugalski have retired from the department. Per the white collar union contract, Connor Moran is currently a Senior Engineer Assistant level 0009 Range B step wage of \$29.65/hr. per the white collar union contract.

I, therefore recommend that you appoint Mr. Connor Moran, to the position of Principal Engineer Assistant in the Orchard Park Engineering Department at Level 0011, Range A (\$31.42/hr.) of the white collar union wage rate schedule, effective October 26, 2024 pending meeting Civil Service rules and regulations.

Respectfully submitted,

Wayne L. Bieler, P.E., CFM

Town Engineer

cc: Town Clerk

Nicole Ruf, Drescher & Malecki, LLP Jordan Kellerman, White Collar President Jennifer Comisso, Payroll Connor Moran File



## **ENGINEERING DEPARTMENT**

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TOWN ENGINEER

**WAYNE L. BIELER, P.E.** 

October 11, 2024

Honorable Town Board Town of Orchard Park 4295 South Buffalo Street Orchard Park, New York 14127

Re:

Appointment to Position of Principal Engineer Assistant (Zach) Engineering Department

**Dear Board Members:** 

As you know, the Engineering Department lost employees to other companies/agencies and in an attempt to fill the vacancies, various civil service lists were called for and tittles researched. A lot of time has been spent on this quest. In order to maintain and retain an experienced work force, filling vacancies and promotions are necessary in the Engineering Department with adequate compensation. The Town Orchard Park has vast time and expenses in developing and training employees and experiences with Town's infrastructure, specifications, standards and procedures is valuable.

The "Principal Engineer Assistant list" was requested from Civil Service and four interviews were conducted. Twenty other candidates were not interested for the 0011 salary range listed in the White Collar Union contract. Several other Civil Service tittles have been requested to fill vacancies, but no current lists exist or potential candidates are not interested due to insufficient salary offered.

The proposed Principal Engineer Assistant position description of duties includes the following: Assists civil/sanitary/road/water engineers by compiling data, making surveys and inspections, prepares drawings, reviewing engineering submittals, assisting in evaluations, and assisting in designs of the Town's aging infrastructure. Prepares drawings, maps, tracings, specifications and other graphic presentations of projects and programs. Participates in and/or compiles data for survey parties and engineers. Makes engineering computations, both manually and through the use of a computer. Searches records for data on properties, easements, rights of ways and the like. Assists in construction projects layout. Makes inspections of projects and programs, reviews findings with an Engineer. Makes routine tests and compiles data. Carries out tests of materials to ensure conformance to specifications. May be required to perform routine computer operation and programming. Prepares drawing and maps utilizing a computer. Performs other engineering tasks associated with the review, evaluation, design, and construction of projects.

Zacherie Sucrese has worked with the Orchard Park Engineering Department for almost five years and was instrumental in facilitating the Diamond Maps Project Civil 3D and taking over the drafting of Town design projects. He has also worked with a number of interns and other employees since he has been with the department helping with drafting needs.

H:\Employment -Engineering\Employees\Sucrese Zacherie\Letter TB Appt. Principal Engineer Assistant 10-11-20% fit for Town's website at www.orchardparkny.org

Funding for the Principal Engineering Assistant position is included in the Engineering Department budget as Bill Fulton and Richard Mrugalski have retired from the department. Per the white collar union contract, Zacherie Sucrese, is currently at a Senior Engineer Assistant level 0009 Range E step wage of \$31.97/hr. per the white collar union contract.

I, therefore recommend that you appoint Mr. Zacherie Sucrese, to the position of Principal Engineer Assistant in the Orchard Park Engineering Department at Level 0011, Range B (\$32.86/hr.) of the white collar union wage rate schedule, effective October 26, 2024 pending meeting Civil Service rules and regulations.

Respectfully submitted.

Wayne L. Bieler, P.E., CFM

Town Engineer

cc: Town Clerk

Nicole Ruf, Drescher & Malecki, LLP Jordan Kellerman, White Collar President Jennifer Comisso, Payroll Zacherie Sucrese File WHEREAS, in accordance with New York State Law, Section 198, the Town Board had opted to enforce unpaid accounts for water, sewer, refuse and other unpaid Town services as indicated below, by placing a lien upon the real property for which such services were provided, and

WHEREAS, in light of the aforementioned, the Erie County Legislature shall levy in such sums as indicated below and against the applicable properties as provided for on the Town Assessor's master computer assessment roll file, which is also hereby being delivered by the Assessor with this letter of authorization:

Total Unpaid Water Erie County and Orchard Park-	\$ 9,632.43
Total Unpaid Refuse & Pro-Rated Garbage-	\$ 3,753.87
Total Property Maintenance & Code Enforcement-	\$1,020 (\$850 + \$270)
Total Omitted Taxes -	\$ 32,697.43

## NOW, THEREFORE, be it

RESOLVED, that the Town Board of the Town of Orchard Park, in accordance with New York State Law, Section 198, does hereby adopt all special charges as outlined on the "Letter of Authorization" as recommended by the Town Accountant.

**RESOLVED**, that the Town Board does hereby authorize the Highway Superintendent to accept results of the auction from Auctions International.

WHEREAS, the Town of Orchard Park (TOWN) and the Orchard Park Police Benevolent Association (PBA) have agreed to a stipend for School Resource Officers and guaranteed right of first refusal for school and community policing related overtime, and

WHEREAS, the Town and the PBA have agreed to these additional benefits through a Memorandum of Understanding (MOU), and

WHEREAS, these benefits will be retroactively applied to September 2023. and

WHEREAS, a copy of the MOU is on file in the Town Clerk's Office

NOW THEREFORE BE IT RESOLVED that the Town Board authorizes the Town Supervisor to sign the MOU with the PBA.

## **Resolution for Transfer of Funds**

WHEREAS, the Police Department would like to move the amounts indicated from Revenue Accounts into Expense Accounts.

NOW, THEREFORE, be it

RESOLVED, that the Town Board hereby authorizes the following amendments to provide funding for such expenses:

### General Fund:

Increase Information A01680 50200	Technology Services; Equipment: IT Equipment	\$ 38,196.71
Decrease Police; Oth PS0000 43000	er State Aid: Other State Aid	\$ 38,196.71
Increase Police; Patro PS3120 50215		\$ 18,452.15
Decrease Police; Sale PS0000 42665	- ·	\$ 18,452.15
Increase Police; Patro PS3120 50215	ol Cars: Patrol Cars	\$ 30,000.00
Decrease Police; Oth PS0000 43000	er State Aid: Other State Aid	\$ 30,000.00
Increase Police; Othe PS3120 50200	er Equipment: Other Equipment	\$ 50,000.00
Decrease Police; Oth PS0000 42770		\$ 50,000.00
Increase Police; Patro PS3120 50215		\$ 6,891.05
Decrease Police; Insu PS0000 42680		\$ 6,891.05

## **PUBLIC NOTICE**

## 2025 PRELIMINARY BUDGET & BENEFIT BASIS SPECIAL DISTRICT

NOTICE IS HEREBY GIVEN that the Ad Valorem & Benefit Basis Special District Preliminary Budgets of the Town of Orchard Park for the fiscal year beginning January 1, 2025 has been completed by the Supervisor and filed in the office of the Town Clerk, S4295 South Buffalo Street, Orchard Park NY 14127, where it is available for inspection by all interested persons at all reasonable hours.

FURTHER NOTICE IS HEREBY GIVEN that the Town Board of the Town of Orchard Park will meet and review said revised Budgets and hold a Public Hearing at the Orchard Park Municipal Building on Wednesday, November 6, 2024 at 7:00 PM (local time) and that at such hearing any person may be heard in favor of or against any item or items therein contained pursuant to Section 108 of the Town Law. The proposed salaries of the following town officers are here specified as follows:

Councilmember	\$23,479
Councilmember	\$23,479
Councilmember	\$23,479
Councilmember	\$23,479
Supervisor	
Salary	\$89,954
Budget Officer Stipend	\$6,769
Town Clerk:	
Salary	\$76,795
RMO Stipend	\$ 4,636
Registrar of Vital Statistics Stipend	\$ 4,458
Planning Coordinator	\$32,052
Town Justice	\$53,917
Town Justice	\$53,917
Highway Superintendent:	
Salary	\$90,500
Sewer/Water	\$6,000
Parks	\$6,000
Composting Superintendent	\$5,500
Dated: 10/16/2024	

Remy C. Orffeo Town Clerk



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TOWN ENGINEER

WAYNE L. BIELER, P.E.

October 11, 2024

Honorable Town Board Town of Orchard Park 4295 South Buffalo Street Orchard Park, NY 14127

Re:

Scheduling of Public Hearing & Rank Projects

2025-2026 Community Development Block Grant Funds

#### **Dear Board Members:**

In order to be eligible to continue to receive Community Development Block Grant funds through the Erie County CDBG Consortium, the Town of Orchard Park is required to conduct a public hearing to provide citizens the opportunity for input into the project selection process. Project applications are due near the end of October.

Prior to the hearing, the Engineering Department will prepare an information packet which will describe the CDBG program, a list of previous HUD funded projects in our Town, and a list of potential projects to be considered for next year's funding applications. Since the Town was not able to find a project that qualified, the only application was going to be the Rural Transit Van (Senior). But the Senior Center working with Mary (grant writer) have some senior items that qualify now.

I, therefore, recommend that you adopt foe following resolutions:

- 1) Schedule a public hearing for Wednesday, November 6, 2024 at 7:00 PM on the possible use of 2025-2026 Community Development Block Grant Funds.
- 2) Authorize the Supervisor to sign for the grant application for the Rural Transit Van (Senior) and senior items/projects.

Respectfully submitted.

Wayne L. Bieler, P.E., CFM.

Town Engineer

Attachment

CC:

Remy Orffeo, Town Clerk

File: Grants

S:\Town Projects\CD Funds\2025-2026\Letter TB re. Public Hearing 2025-26.doc

Visit the Town's website at www.orchardparkny.org

### **LEGAL NOTICE**

Notice of Public Hearing Town of Orchard Park

The Town of Orchard Park will hold a public hearing on November 6, 2024 at 7:00 PM at the Town of Orchard Park Municipal Building, 4295 South Buffalo Street, Orchard Park, New York for the purpose of hearing public comments on the Town of Orchard Park's community development needs, and to discuss the possible submission of one or more Community Development Block Grant (CDBG) applications for the 2025 program year. The CDBG program is administered by the New York State Office of Community Renewal (OCR), and will make available to eligible local governments CDBG funds for the 2025 program year for housing, economic development, public facilities, public infrastructure, and planning activities, with the principal purpose of benefitting low/moderate income persons. The hearing will provide further information about the CDBG program and will allow for citizen participation in the development of any proposed grant applications and/or to provide technical assistance to develop alternate proposals. Comments on the CDBG program or proposed project(s) will be received at this time. The hearing is being conducted pursuant to Section 570.486, Subpart I of the CFR and in compliance with the requirements of the Housing and Community Development Act of 1974, as amended.

The location of hearing is accessible to persons with disabilities. If special accommodations are needed for persons with disabilities, those with hearing impairments, or those in need of translation from English, those individuals should contact the Town Clerk at 716-662-6410, at least one week in advance of the hearing date to allow for necessary arrangements.

Remy Orffeo

Town Clerk

#### **PUBLIC HEARING**

**NOTICE IS HEREBY GIVEN** that a Public Hearing will be held by the Town Board of the Town of Orchard Park, Erie County, New York, at the Municipal Building, S4295 South Buffalo Street Orchard Park, New York 14127, on November 6th, 2024 at 7:00 PM (local time),

To rezone .99 +/- acres of a 3.43 +/- parcel of land, V/L on Lake Ave, Zoned R-3, SBL #152.14-24.11 & 152.14-24.12. Requesting to rezone from R-3 to I-1, as requested by "Sterling 45, LLC".

A complete metes and bounds description of this property, together with a surveyor's map, is on file in the Town Clerk's Office, as well as the list of conditions and stipulations if approved.

At such time all interested persons will be given the opportunity to be heard.

Remy C. Orffeo, Town Clerk October 15, 2024



## **MEMORANDUM**

S.4295 SOUTH BUFFALO STREET ORCHARD PARK, NEW YORK 14127 (716) 662-6432

**DATE:** 10/15/2024

TO:

Town Clerk, Remy Orffeo, Jenifer Brady, and Building Inspector Tom Minor

FROM:

Anna Worang-Zizzi, Director of Community Development

**SUBJECT:** November 6, 2024 - TB Agenda Old Business Item

### **OLD BUSINESS:**

The Planning Board, at their 10/10/2024 meeting made the following recommendation to the Town Board:

Regarding V/L Lake Avenue, located on the north side of "Sterling 45 Medical Building", and on the south side of Lake Avenue, the Planning Board recommends that the Town Board **Approve** the request to rezone .99 +/- Acres V/L from R-3 to I-1, to allow an 83 parking space parking addition (SBL# 152.14-2-24.11 & 152.14-2-24.12) based on the following conditions and stipulations:

- 1. All public notices have been filed.
- 2. This is an Unlisted SEQR action based on the submitted Short EAF, and a Negative Declaration is recommended.
- 3. Fees shall be paid in accordance with Section 144-70C, of the Town Code prior to publication of the Public Hearing Notice.
- 4. The recommendation is contingent upon the Applicant completing the project as proposed on the preliminary development plans, and shall revert to its original Zoning Classification if the project is not completed per Section 144-67 of the Town Code.
- 5. Access to the parking area shall be through Windward Road, and there shall be no access through Lake Ave.
- 6. The Planning Board recommends that the Applicant be granted conditional Approval to clear the site as needed if and when the Town Board Approves the Rezoning.

### **PUBLIC NOTICE**

PLEASE TAKE NOTICE that a Public Hearing will be held by the Town Board of the Town of Orchard Park, on November 6, 2024 at 7:00 PM (local time) at the Orchard Park Municipal Center, S4295 South Buffalo Street, Orchard Park New York 14127, regarding a Local Law amending §101 Peddling, Soliciting, Transient Business and Mobile Food Vending. A copy of this law is available for viewing at the Town Clerk's Office during regular business hours. This local law shall take effect upon filing in the Office of the Secretary of State.

Remy C. Orffeo Town Clerk October 16, 2024

### **BUILDING INSPECTOR MONTHLY REPORT**

### **MONTH OF SEPTEMBER 2024**

BUILDING PERMITS	# OF	VALUE	BUILDING PERMITS	# OF	VALUE
NEW CONSTRUCTION:			ABOVE GROUND POOLS	0	0.00
SINGLE DWELLING	2	951,000.00	INGROUND POOLS	6	379,480.00
DOUBLE DWELLING	3	1,600,000.00	DECKS	4	74,675.00
APT/MULTI-FAMILY	0	0.00	ELECTRICAL	7	17,300.00
COMMERCIAL	1	266,419.00	FENCES	8	75,677.00
ADDITIONS:			GARAGE/BARN/POLE BARN	2	160,000.00
RESIDENTIAL	2	230,000.00	GENERATORS	25	330,008.00
COMMERCIAL	0	0.00	MISC.(OPERATING/DEMO)	2	3,100.00
ALTER/REPAIR:			PORCH/PATIO	8	247,159.00
RESIDENTIAL	6	193,611.00	SHEDS	9	62,575.00
COMMERCIAL / TENANT BO	0	0.00	SIGNS	3	2,800,00
COMMERCIAL MISC.	1	21,000.00	RESIDENTIAL MISC.	21	387,312.00
SOLAR PV SYSTEM			TOTAL:	110	\$5,002,116

INSPECTIONS		TOTAL			
TYPE:	1	2	3	4	
NEW CONSTRUCTION:					
RESIDENTIAL	17	3	6	23	49
COMMERCIAL	0	0	1	4	5
ADDITIONS:				7800	
RESIDENTIAL	3	1	1	0	5
COMMERCIAL	0	0	0	1	1
ALTER/REPAIR:					
RESIDENTIAL	13	6	5	3	27
COMMERCIAL / TENANT BO	0	2	1	7	10
ABOVE GROUND POOLS	0	0	0	0	0
INGROUND POOLS	0	0	0	0	0
DECKS	2	3	14	2	21
ELECTRICAL	0	0	0	0	0
FENCES	0	0	1	2	3
GARAGE/BARN/POLE BARN	3	1	1	1	6
GENERATORS	0	2	0	2	4
MISC.	0	2	5	13	20
PROPERTY MAINTANICE	2	4	4	10	20
SHEDS	2	1	1	0	4
SIGNS	0	.0	0	1	1
SOLAR PV SYSTEM	0	0	0	0	0
FIRE INSPECTIONS	0	7	10	31	48
CLOSEOUT INSPECTIONS	0	0	0	0	0
TOTAL INSPECTIONS:	42	32	50	100	224

Meetings Attended	Town Board	Planning Board	ZBA	Court
Tom Minor	3	1	0	0
John Wittmann	0	0	1	0
Paul Tatko	0	0	0	0
Natalie Nawrocki	0	0	0	0

**ZONING BOARD OF APPEALS:** 

REMARKS:

GRANTED: 2

DENIED: 1

SIGNATURE SIGNATURE

DATE: 10/3/2024

F/TOWN/BLDGINSP/MONTHLYREPORTS2023