

The March 25, 2021, Town Council Meeting was called to order by Denise L. DiFranco, President, via Zoom™ in Foster, RI at 7:00 p.m.

The following members were present:
Denise L. DiFranco, President
Heidi Rogers, Vice President
Chris Stone
Cheryl Hawes
David Paolino

Also present:
Joanna Achille, Solicitor
Julia Chretien, Solicitor
Kelli Russ, Finance Director

I. PLEDGE OF ALLEGIANCE/ ANNOUNCEMENTS

The Pledge of Allegiance was recited.
Denise L. DiFranco thanked the voters who came out for the Regional Financial meeting; there were 27 Foster residents, with 15 total not involved in the meeting.
Bruce “Kip” Colwell has retired from the DPW. He has given 20 years of service and has stepped in many times as acting DPW director. Cheryl Hawes stated that she wanted to read his letter and would step outside her position as a council member to do so. (See Exhibit A) Cheryl Hawes also asked for a moment of silence for the passing of Frank Arnold who served the town for many years.
Heidi Rogers stated that she would like a clarification that Kip Colwell did receive additional compensation. Cheryl Hawes said, yes, this last time but not the time before.

II. PUBLIC COMMENT

Lynne Rider questioned the wisdom of building an office for the DPW Director in the Town Hall. She said there is one in the garage that was always intended to be the director’s office. It may not be in good shape, but the DPW workers did a fantastic job with the Ben Eddy building and she is certain they could bring it up to snuff. She questioned the idea that the director needs an office inside the Town Hall. According to the charter, he is a working director. He should be out on the road. She stated she was sure that when the people at the Town Hall need to get in touch with him, they don’t get in touch with him in his office. You would want to be on scene where the men would have questions for you, but to spend the money—it’s always been a shared office—just seems like a needless expense when we already have the space out there.
Heidi Rogers asked to place this on the next agenda.
Brendan Mara wanted to chime in and thank the town council and DPW for addressing the litter problem on Mill Road. They were out there the next morning helping out. He said he thought it was worthy of an agenda item. There is a dumping problem in town.

III. CONSENT AGENDA

- 1. Approval of Minutes for March 11, 2021
- 2. Approval of Payroll Warrants
 - a. #37 - \$ 36,820.79 b. #38 - \$ 36,291.44
- 3. Approval of General Warrants
 - a. General Warrants #13 - \$ 67,058.20

IV. PUBLIC HEARING
Hearing for Proposed
Hawkers, Peddlers, Mobile
Food Establishments and
Door to Door Salespersons -
continuation

Chris Stone moved, Heidi Rogers seconded, to approve the Consent Agenda as presented. Motion passed 5 - 0.
Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.

Denise L. DiFranco reviewed the public hearing procedure. She noted that as a result of the last public hearing there were changes made to the ordinance. Susan Dillon, Susan Sprague, and Carol Sholly worked on it with Julia Chretien. Denise L. DiFranco said that there are exemptions now so that everyone will know they listened. Ms. DiFranco read the exemptions:

- This Article does not apply to:
- A. Persons selling religious books and publications on behalf of the Bible, tract or other religious or moral societies for the purpose of promoting religious or moral improvement, and which are sold for that purpose and not for pecuniary profit, are not deemed to be hawkers or peddlers;
 - B. Persons peddling or selling any articles of wearing apparel manufactured with his own hands are not deemed to be hawkers or peddlers;
 - C. Individuals or businesses licensed pursuant to Article VII of this Ordinance are exempt from the requirements of this Article;
 - D. Foster residents, either individually or through a lawful business, selling and/or offering for sale any food, farm-type products and/or homemade goods directly from their property, such as eggs, produce or the like, are exempt from the requirements of this Article;
 - E. The Foster Old Home Days related organization;
 - F. The Scouts, or any Scouts related organization; and
 - G. Non-profits.

Denise L. DiFranco asked if anyone from Foster would like to make a comment. Bob Moreau asked about the Mobile Food Establishments—does anyone know if the Town of Scituate licenses their food trucks? Susan Dillon said that they do. Mr. Moreau said he was in favor of the same thing.

Al Faella, 114 Danielson Pike said he is entertaining the idea of having a flea market and he is aware that they have to obtain a Hawkers-Peddlers license as well as a sales income tax number. He asked for a link on the (town web site) home page so that he can get a license and pay for it online. Denise L. DiFranco asked if we could do that. Susan Dillon said she was not sure. Gordon Rogers said that as a former contractor, in the City of Cranston, if you needed a plumbing permit and you are a licensed plumber with the state, you could get it online and get it back the following day. Other cities and towns do permits online.

Susan Dillon said that was e-permitting. Heidi Rogers said that was what Jeff was looking into.

Denise L. DiFranco asked if anyone else wanted to speak.

There were none.

She asked if anyone else who did not live in Foster would like to speak.

There were none.

Julia Chretien said she wanted to change a pronoun in the exemptions and would go through it to make it cohesive.

Denise L. DiFranco closed the public hearing.

Heidi Rogers said she found under Section 2. Subsection 6

iii. If the Town Council, during a hearing on one (1) or more mobile food establishment license related to the event, did not make a determination as to whether the permitted event is subject to a temporary mass gathering permit in addition to an event permit, the Town Clerk shall have the authority to require the event organizer to obtain a temporary mass gathering permit in addition to an event permit.

Ms. Rogers was not sure if "Town Clerk" was a typo and if it should be "Town Council". Julia Chretien said that was there because it was a RI statute on how it was defined. If someone didn't bring it up, then the Town Clerk can bring it up. If it is the council's pleasure, she can change it.

Denise L. DiFranco asked who determines if it was going to be 500 or more. Julia Chretien said it could be something that the council inquires about, or something that is required in the presentation. If they could come up with an application to put in your packets, then we could do that too.

Heidi Rogers asked that if someone pays for a mass gathering permit and only a 125 people show up, do we refund them that money?

Cheryl Hawes said no, that's on them.

Heidi Rogers asked in the fee schedule, the temporary mass gathering permit, the minimum is \$100 and the maximum is \$300.

Who determines what the fee is?

Julia Chretien replied, the town council at the public hearing. Ms. Rogers asked what that would be based on. Ms. Chretien replied that is would be whatever factors the town council would want to base that on. We didn't decide on numbers at the last meeting, we hadn't even gotten to the numbers, so she said she based it on other ordinances. Heidi Rogers said that personally, she didn't know what the justification would be for charging somebody \$100 and somebody else \$300. What would be the factors?

Julia Chretien replied alcohol. Cheryl Hawes said police. Heidi Rogers asked if we could specify that. David Paolino asked who determines, and when it is determined? Is it

based on attendance: per hour or per day? We need to lay the groundwork on who pays for police and who pays for clean-up. He said he was not comfortable with the way it is presented.

Denise L. DiFranco asked if this was something that you could determine at the public hearing. Julia Chretien said it was, but she can solidify that if that's what they want. David Paolino said that would make sense, as they don't want to be vague.

Denise L. DiFranco said she assumed there would be an application. David Paolino asked Susan Dillon what they can do right now.

Susan Dillon said that we could not do anything right now. What we did last year for Eric and Recreation, because we didn't have a license in place, was charge him \$100 for a mass gathering license because that is all we could do. No trucks were registered. The council determined it was \$100 per event.

Denise L. DiFranco asked if anyone knew what the cost of clean-up and everything was. Heidi Rogers said that he took care of that, port-a-johns and entertainment. Tammy Steinkamp said that when (Recreation) does an event, they always cover the police and any port-a-johns needed, so that is how it started, but that might change. Ms. Steinkamp said he gave us a donation afterward. Ms. Steinkamp said they took the trash out. Kelli Russ said, no, they didn't. The first or second time they did, but one time he didn't so we bore the brunt of it.

Denise L. DiFranco said that some towns do a contract; perhaps that could be addressed.

David Paolino said that would be fair to both parties. Julia Chretien said that they could put in that the council may require it if that is what they want to do. Cheryl Hawes asked if that wouldn't be covered when he was registered.

Julia Chretien said that stipulations could be put on the license, alcohol, clean-up costs, and paying for the detail. If you want a contract—with a company, not an individual from the town—if you feel they wouldn't follow through. Ms. Chretien said you could revoke the permit but their signature wouldn't be on it. The way it is written now, you list what you want them to do, but it is not a contract where you could go after them for damages.

Susan Dillon asked if they could change the advertising from three weeks to two weeks.

Julia Chretien said it was in the Charter but that she would double check.

Susan Dillon asked what were the other things discussed?

Julia Chretien said Door-to-Door Salesmen. If you want to prohibit them, there is nothing to say you can't. The Town of Westerly has, Narragansett has—that's something we can add.

Denise L. DiFranco asked how often do we have them?

Susan Dillon said Verizon did it when they first came out. She stated she wanted to remove it. Julia Chretien said if you want her to add that's it is prohibited, she could do that.

Denise L. DiFranco asked for clarification of G
2

Hawker and Peddler fees under this article shall be retained by the Town whether such license is granted or denied. This fee applies to nonprofit farm cooperative agencies seeking hawkers' licenses.

And then we say non-profits are exempt. Julia Chretien said that was an oversight.

Denise L. DiFranco said that it does say the fees stay with the town, accepted or denied.

Tammy Steinkamp said she didn't think they heard her before, but she did think that having a contract was a good idea. About the fees, she said that they're talking about food truck events and then talking about one coming to town that wants to stay on a corner for the summer. Does it include one that was invited to the school for a fundraiser event? Heidi Rogers said we have food trucks at Old Home Days. Julia Chretien said non-profits are exempt. Denise L. DiFranco gave the example of the Boy Scouts when they sell clam cakes and chowder.

Tammy Steinkamp asked what if someone wants to invite a food truck for one day to help their business? Susan Dillon said they would have to be licensed with the town. Julia Chretien said it would be \$25 for the whole season. Denise L. DiFranco asked if that would require a public hearing. Julia Chretien said no because it would be on private property. David Paolino asked about a private party. Julia said no, it would not need an event license. Denise L. DiFranco asked how we would monitor that. Julia Chretien clarified the different types of food trucks.

Susan Dillon asked if food trucks could park at the recreation field. Ms. Chretien said if it was not an event, they could get one for the year.

Heidi Rogers suggested removing the prohibition against parking at the recreation field because there is no concession stand now. Tammy Steinkamp said so the food truck license does not apply to non-profit? Denise L. DiFranco asked if the food truck event would be exempt because they are sponsored by the Recreation Department. Cheryl Hawes says they are there for profit. Denise L. DiFranco said Recreation is not making money but the trucks are.

David Paolino asked if a person owns rental property on Rt. 6 and wanted to set up a food truck, can they do that with just a license, because how to you calculate how many people would stop? Julia Chretien said that they would only need a license; the number of people is for

mass gatherings permit only. David Paolino we could have 14 trucks on Route 6.
Cheryl Hawes said the food truck event is how we got here, and now it's getting more convoluted. Denise L. DiFranco said they have had parties on Rt. 6 and Cucumber Hill Road. Julia Chretien said if it's commercial property, you can add that as a caveat.
Mr. Faella asked if he had one at the flea market, would it need a permit or license? Ms. Chretien said one food truck would not be an event. Two or more, if you are the promoter for an event, you would need a permit.
Robert Moreau said if you are holding an event like the bike club does, every truck would have to have a license, and then apply for an event license; we're overcomplicating this.
David Paolino asked if this summer in June there are 12 food trucks spread along Route 6. Heidi Rogers said we could limit the number. Julia Chretien said they would have to come in front of the council. David Paolino asked so it wouldn't be inappropriate to judge as we go? Ms. Chretien said that was correct.
Gordon Rogers asked for clarification on the bike club grilling hamburgers, and the gun club who have dinners and charge for it. Do they have to have a mass gathering events permit? Ms. Chretien said there are no food trucks there.
Patti Moreau clarified that the Tri-Town Rod & Gun Club does not have their event in town, they rent elsewhere.
Heidi Rogers noted that F2 iv did not match iii. Ms. Chretien said she would make it match. Denise L. DiFranco said in review that there would be an application and a contract. Does it need to be part of the motion? Ms. Chretien said she can put that in.
Heidi Rogers said there were so many suggestions and revisions that she would not be confident voting on it without seeing the final product; a motion would have so many different changes. David Paolino agreed.
Heidi Rogers moved to continue this until the April 8 meeting. Chris Stone seconded.
Motion passed 5 - 0.
Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.

V. NEW BUSINESS

- 1. Resignation of Conservation Commission Member (Michelle Potter)

Denise L. DiFranco said they have the resignation of a Conservation Commission member, but they did not receive a letter; they were notified by David Rathbun.
Heidi Rogers moved, Cheryl Hawes seconded, to accept the verbal resignation of Conservation Commission member Michele Potter with regrets.
Motion passed 5 - 0.
Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.

2. Appointment of Conservation Commission Member (Michael Galligan)

Denise L. DiFranco said there is a letter from Michael Galligan who is interested in joining the Conservation Commission. Heidi Rogers read the letter (see Exhibit B). Cheryl Hawes, David Paolino seconded, moved to appoint Mr. Galligan to complete Michele Potter’s term. Motion passed 5 - 0. Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.
3. Resignation of Deputy Town Clerk (Susan Sprague)

Denise L. DiFranco said that next was a letter of resignation from Deputy Town Clerk Susan Sprague. Cheryl Hawes read the letter (see Exhibit C) Cheryl Hawes moved, David Paolino seconded, to accept the resignation with a lot of regrets. Denise L. DiFranco said she expressed that she has done a lot and transitioned town clerks, and everybody has complimented you on how well you have done and how professional you are. Motion passed 5 - 0. Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.
4. Resignation of Building and Zoning Official (Jeffrey Lykins)

Denise L. DiFranco said that next was the resignation of the Building & Zoning official. Heidi Rogers read the letter (see Exhibit D). David Paolino moved, Cheryl Hawes seconded, to accept the resignation of the building & zoning official Jeff Lykins with regret. David Paolino said he wished Mr. Lykins had stayed because he was leading them in the right direction. Bob Moreau noted that he did not give a reason. Denise L. DiFranco said he was offered a higher paying position. Motion passed 5 - 0. Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.
5. FTM Date/Location

Denise L. DiFranco said that she and Bob Boyden were discussing moving the Financial Town Meeting out further and, because of COVID and restrictions, how to be able to have people attend. The dates discussed were June 8th and 15th. Kelli Russ agreed that those were the dates. Bob Boyden said that the Charter mandates the Financial Town Meeting must be the first Tuesday in May. It’s always a problem for a town council to do budgeting because they don’t get the number from the State until June. He said he didn’t mind moving the meeting out as long as it’s appropriate and legal. Last year there was a state of emergency, which allowed us to move it to whenever we wanted. Today the League of Cities and Towns said they didn’t

know what the situation will be on May 4th. It's all very vague because the governor and the state are vague. He said he was okay to move it. As the moderator, the only power he has is if the meeting can be heard out of town. The only place to have it (in town) is the Paine School. His preference is to hold it in the auditorium at the high school and ask the people to social distance. He would prefer not to do it outside like last year.

Cheryl Hawes agreed and said the distance now is 3-foot which should work, and that they need to move it out because they don't know how many and who will be vaccinated by May 4th. Ms. Hawes said they should make a decision now so everyone knows. Bob Boyden agreed, and said it was a 500-seat auditorium. Denise L. DiFranco said the recommendation now is 50% capacity (which would be) up to 250. Heidi Rogers asked when school is over. Denise L. DiFranco said she thought it was the 24th. Heidi Rogers said that is the only problem she could see; she doesn't know how much they are using it. Bob Boyden says the auditorium is being used by the music department so they must be disinfecting. Cheryl Hawes we could pay to have it cleaned afterwards. Mr. Boyden said that shouldn't be too much.

Denise L. DiFranco said that they should contact Liz Tanner with the Dept. of Business Regulation. Ms. DiFranco was composing an email to Ms. Tanner explaining the council's dilemma. Cheryl Hawes suggested to add what they were planning in detail and let them approve it. Heidi Rogers agreed.

Bob Boyden said there are several categories of assemblies, beginning 3/19, 350 capacity. We can have 250 people, so we are golden under current regulations. He would ask that they hold the email back until he sends the letter (to them) saying he will move the venue.

Kelli Russ noted that graduation is 6/18 so we should verify with the school that it is available. Denise L. DiFranco said that the 3-foot distance is for students. Heidi Rogers said she thought we were still good with capacity.

Heidi Rogers moved, Cheryl Hawes seconded, that the council president send a letter to the Dept. of Business Regulation concerning moving our Financial Town Meeting to June 15th to the Ponaganset Auditorium or the alternative, June 22 at the Ponaganset Auditorium.

Motion passed 5 - 0.

Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.

Kelli Russ asked if there was a date for another budget meeting. Denise L. DiFranco asked Ms. Dillon to send out an email to poll the council.

6. Earth Day: April 24, 2021 Denise L. DiFranco said there were issues with dumping that she wanted to address. She said Earth Day is April 22, from 8 to 2 and meet at the DPW yard rain or shine.
7. Trash being dumped on Foster Roads Denise L. DiFranco referenced Brendan Mara's email about trash being dumped. The police are alerted to patrol. She has noticed that it has increased. She is not sure what more can be done.
- Brendan Mara said he thought they could break it out to two different problems: littering and dumping. The dumping is a big problem. He said he brainstormed with his neighbors. He suggested signage that states "No Littering. No Dumping" and the fine. The second thing is increasing enforcement, though the likelihood of an officer catching someone is slim, and part B, using trail cameras. We can reach out to see if they catch some footage. The last is to encourage people to keep an eye out. One thing that contributes to it is if it stays there, so he thanked the DPW and council for a quick response.
- Heidi Rogers suggested fines, but that would require an ordinance. The problem is that you have to catch the person.
- Denise L. DiFranco said that tires have an ID number. Gordon Rogers added that you can trace it but you still have to catch them in the act because that doesn't prove it. Just because the tires can be traced back doesn't mean you can charge them. In the last 3 months, one was on Wetherbee, looked like someone remodeled a bathroom. There were 27 tires recently dumped. We picked them up immediately, 50 percent was motorcycles tires. Another was on Winsor Road 100 feet in the property. He said that unless he gets permission, he doesn't step foot on private property, so he gave it to the Building Official. He said cameras could help.
- Denise L. DiFranco said she thought signage is a good idea. Heidi Rogers said we would have to pass an ordinance. Brendan Mara said one thing to consider was encouraging businesses to discourage their clientele not to dump.
- Susan Dillon asked about the state laws already in effect. Julia Chretien that it would be through DEM. Denise L. DiFranco said since we don't have an ordinance but the state does, can we put a sign up and use their laws. Denise L. DiFranco said she would think DEM would be interested. Gordon Rogers said that Providence Water might be interested in supplying signs. They drive around a lot. Brendan Mara thought that was a good idea to get them involved. Gordon Rogers said he would get in touch with Rich Blodgett of Providence Water.

Future Agenda Items

- The DPW office
- Public Hearings for Hawkers and for Trailers
- Financial Town Meeting

- VI. EXECUTIVE SESSION**
- A. Litigation – ToF vs. Saint 23, LLC
 - B. ToF vs. R.P. Investment Co., LLC, d/b/a Price Auto
 - C. ToF vs. Wright’s Auto

Heidi Rogers moved, Chris Stone seconded, to go into Executive Closed Session pursuant to RIGL 42-46-5 for a discussions or work session regarding Collective Bargaining / Negotiations or Litigation according to RIGL 42-46-5-a (2) and to reconvene into open session and to further keep the minutes of said meeting closed and the minutes of all executive sessions held previous to this meeting remain closed in accordance with provisions in RIGL 42-46-4 & 5.
No discussion.
Motion passed 5-0.
Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.

RETURN TO OPEN SESSION

The council reconvened into Open Session at 9:30 p.m. Denise L. DiFranco announced that one vote was taken in Executive Session to authorize the solicitor to work with the Building & Zoning official to issue a cease & desist order based on the violations to Wright’s Auto.
The motion passed 5 – 0.

- VII. ADJOURNMENT**

Chris Stone moved, Heidi Rogers seconded, to adjourn.
Motion passed 5 - 0.
Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.
Meeting adjourned at 9:42 p.m.

Submitted by,

Susan M. Dillon, Town Clerk

Exhibit A
TC Mtg. 3-25-2021

From: hawkb2@verizon.net,
To: bearbait4@aol.com,
Subject: DPW Letter Revised
Date: Mon, Mar 22, 2021 9:19 am

Attachments: Town Of Foster Retirement letter Kippy.docx (13K)

To: Town of Foster
182 Howard Hill Rd
Foster, RI 02825
401-392-9200

From: Bruce A. Colwell
8 Isthmus Road
Foster, RI 02825
401-0487-3108

Date: March 22, 2021

To whom it may concern,

This letter is to inform you that I will be retiring as foreman of the Department of Public Works for the Town of Foster as of April 9, 2021. I will be using my accrued vacation and personal time to carry me to that date.

I have gone above and beyond, giving 110% every day for 20 years. Many times, using my own tools to accomplish a job, doing jobs that were not within my job description all in an effort to save the town money. This dedication was appreciated by some and meant nothing to others that work for the Town of Foster.

I enjoyed and am proud of the work I did for the town. On several occasions I have stepped up to the plate and took over the role of acting DPW Director when the then director quit. I did so often without an increase in my pay check reflecting the increased responsibilities I took on in order for the DPW to carry on taking care of the needs of the Town of Foster uninterrupted. The negative work environment and lack of support produced by some that are involved with the day-to-day operations of DPW has increased which has affected my health thus resulting in me seeking medical attention.

I appreciate those who have supported me while being employed for the Town of Foster and will miss them. However, I don't foresee that negativity in the workplace as a result from several people that oversee the DPW day to day operations changing in the near future therefore it has led me to the decision to retire.

Bruce A. Colwell

 Date 3, 22, 21

10 T. Parker Rd.
Foster, RI 02825
11 March 2021

Foster Town Council
Foster Town Hall
181 Howard Hill Rd.
Foster, RI 02825

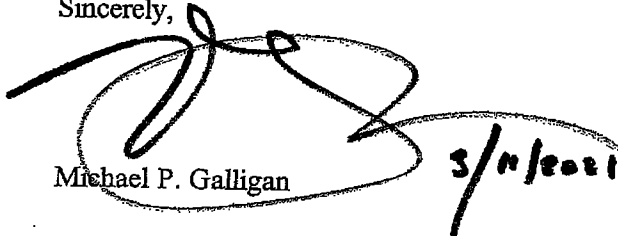
Members of the Town Council:

I am seeking appointment to the Foster Conservation Commission. I have been working with the Commission since early last year (2020) and would appreciate your consideration in appointing me on a permanent basis.

Prior to working with this group, I had served on the town's Economic Development Advisory Committee. Since that group was not re-instated, I would still like to contribute to the town in some capacity as I am a firm believer in the necessity of public service. Appointment to the Commission would allow me to continue to fulfill this mission.

I would appreciate your consideration. If you have any questions, please feel free to contact me.

Sincerely,



Michael P. Galligan

3/11/2021



TOWN OF FOSTER
EST. 1781
TOWN CLERK'S OFFICE
181 HOWARD HILL ROAD FOSTER, R.I. 02825
PHONE (401) 392-9201 FAX (401) 702-5010

March 18, 2021

To the Honorable Town Council
Town of Foster
181 Howard Hill Rd.
Foster, RI 02825

Dear Town Council Members:

Please accept this letter as my resignation from my position as Deputy Town Clerk for the Town of Foster effective April 8, 2021.

I am thankful for the time I spent here at the Foster Town Hall and the knowledge that I gained. The accusations that took place after the General Election gave me the push I needed to move forward to better myself and build a positive future. I learned many work and life lessons that I will take along with me.

The people that I worked alongside day-to-day, past and present are now some of my very best friends and they are GREAT, yet undervalued assets to the Town. I will miss them dearly.

I will be available to help Susan Dillon in any way that I can to get the new Deputy up to speed.

Again, I am thankful for the opportunity to have served the Town of Foster's residents for the past 7 years as Deputy Town Clerk.

Sincerely,

Susan E. Sprague
Deputy Town Clerk



Jeffrey L. Lykins, R.A., CBO
Zoning Official
TOWN OF FOSTER
Building & Zoning Department

The 23rd of March 2021

Town Council

RE: Resignation

Dear Council members,

Please allow this letter to confirm my resignation. It is with a heavy heart that I have had to come to this decision. I am willing to remain in the position for 2 more weeks. My last day will be the 6th of April 2021. If requested I could work on a very limited basis to help keep permitting moving forward.

Sincerely.

Jeffrey L. Lykins, R.A., CBO
Foster Building & Zoning Official