

Commissioners Meeting Minutes
Monday, December 11, 2023
7:30 pm via Zoom

Commissioners:

Present: Garrett Anderson, Mark Davis, and Dan Ennis

Absent: none

Quorum present? yes

Present during all or portions of the meeting: Clerk Cate McDonald, Property Manager Andrea Scanlon, Treasurer Alice Allen, and Events Manager Beth Anderson.

Town Residents: Chris Scanlon, Nick Roy, Chris Haris, Don DeWall, Iris Stanton, Jessica Schwartz, Geoff Harshman, and Miche Booz

Others: none

Proceedings: *The meeting was called to order at 7:30 pm via Zoom*

ROUTINE TOWN BUSINESS

- **Budget:**
 - The budget report through November 30, 2023 was reviewed.
 - The pros/cons of a multi-year waiver of the annual audit requirement will be discussed at the January Commissioners Meeting
 - The procedure for purchasing and the hiring of contractors was reviewed.
- **Rental Report:**
 - The new rates that take effect 1/1/2024 have been posted to the website.
 - Marketing of rentals was discussed.
- **Event Review:**
 - The picnic and holiday party were discussed to make note of what worked and what might need to be changed next year..
- **SHA MOU for Rt 97 Maintenance:** unanimously to move forward.

Town Operations

BPC

- **Permit Approvals**
 - Tree removal: 10 North - unanimously approved.
 - Tree removal: 1 High - unanimously approved.
- **Water Street Modifications**
 - The Town Commissioner will send out a survey to all Town Residents with questions regarding different options.
- **Streetscape RFP:** no update

Old Business

- **Charter & Ordinances update project**
 - Project schedule to start during the spring semester at UMD

- **Streetlight painting and electrical RFP:** no update
- **Open Meeting Acts training:** no update

Town Property and Infrastructure

- **Academy:**
 - **Stonewall:** no update
 - **Acoustic:**
 - All estimate should be in by February.
 - Rough estimates for the dining room: \$15K - \$25K/\$30K with electrical & drywall
 - The question that needs to be answered: can we do something less invasive for less cost?
 - Potential grant opportunities will be sought.
 - Jessica Schwartz volunteer to make curtains for the dining room to see if curtains help with the acoustic in the room.
- **Schoolhouse**
 - Nothing to report.
- **Town-maintained infrastructure & ROW**
 - **Tree Montgomery:** more information will be available in March or April.
- **Street Sign painting and refurbishment**
 - Estimated 4-6 weeks to refurbish the signs. More time is needed for the logistics.
- **Streetlights**
 - The cost of the LED conversion for the streetlight on Water St. needs to be determined as well as the pricing for new LED lights.
 - Pepco streetlight upgrades: no update

Open Discussion:

- Commissioner Anderson is working on cleaning up the office.
- Commissioner Anderson will research options for a WiFi extender.
- Chris Haris address the Commissioners regarding the Water Street modifications. He would prefer parrell parking at the side of his property instead of pull-in spots.

The meeting adjourned at 8:51 pm.

Cate McDonald

Town Clerk