

Commissioners Meeting Minutes
Monday, March 11, 2024
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: none

Others: none

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

ROUTINE TOWN BUSINESS

• **Rental Report:**

- Vino & Volunteer is scheduled for 3/19 but may need to reschedule.
- Hosting the Olney Chamber of Commerce mixer on May 23rd at the Academy
- No date set for the Artisan Market
- Working on marketing the Academy.

• **Budget:**

- The budget report was reviewed; we are 8 months into the current budget.
- FY '25 budget prep will start next month.

• **Minutes:** The Semi-Annual & February meeting minutes were approved.

Town Operations

BPC

• **Water Street Modifications**

- The Commissioners reviewed the drawings of different options to modify the entrance onto Water St. Option 4 was approved with modifications to move the two spots in front of the Montgomery's garage since public parking should not hinder access to the garage.

• **Streetscape RFP:** work in progress.

• **Parcel 770:**

- The BPC has some questions before Commissioner Davis signs the Grant of Public Easements and Rights-of-Way

Grants

• Two new grants were submitted this month on behalf of the Town

- MHAA grant: repointing the masonry facade, steps, and site walls, restoration of the wood windows, and door and hardware replacement at the Academy. Request amount is \$100K with a \$100K match and MHT: same scope as the MHAA grant.
- Clean Energy for Local Governments (CELG): Replace HPS with LED fixtures for the Town owned streetlights.

- T-Mobile Hometown grant will be submitted by the end of March for the acoustical work at the Academy.
- Connected Community grant: no awards yet.

New Business

- **Website redesign:** Commissioner Ennis will work on a new website design

Old Business

- **Charter & Ordinances update project**
 - Project deliverables in May
- **Streetlight painting and electrical RFP:** project will be moving forward.
- **Open Meeting Acts training:** Commissioners Ennis and Anderson need to take the training.
- **Google Voice:** working with Verizon to make changes to our account so 301-570-4465 can be forwarded.

Town Property and Infrastructure

- **Spring Clean Up**
 - Now is the time to start work.
 - The various Scout organizations using the Academy will be asked to do a service project such as spreading mulch or sanding the sidewalk.
 - SHA RTI: entering into a contract with Goshen was approved. The paperwork will be submitted to SHA, which will take 3-5 months for approval.
 - The contract with Goshen for \$225 per month, April through October, to weed whack the sidewalk was approved.
 - The tree removal contract with Pogo was approved for \$1650 to remove trees from the Academy.
 - **Tree Montgomery:** trees have been planted.
 - **Dumpster:** the dumpster will come at the same time as SUMC will hold their yard sale. Residents will be asked to Donate or Dump their unwanted items.
- **Streetlights**
 - No update on the Pepco streetlight upgrades

Open Discussion: none

The meeting adjourned at 9:10 pm.

Cate McDonald

Town Clerk