

Commissioners Meeting Minutes

Wednesday, April 9, 2025

7:30 pm via Zoom

Commissioners:

Present: Mark Davis, Dan Ennis, and Garrett Anderson

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*

ROUTINE TOWN BUSINESS

- **Meeting Minutes:** The March meeting minutes were approved.
- **Budget:**
 - Budget vs. Actual was reviewed.
 - Alice will send out the draft budget for FY'26 as a working document.
 - There was a discussion about the municipal tax duplication figure. In the past, the Auditor made the adjustment for the year-end budget. Alice will reach out to the Auditor to determine how the figure is calculated.
- **Rental report:**
 - New chairs will be purchased this week
 - There are 23 upcoming rentals on the books
 - a rental was donated to the Lions Club
 - A request was made for a table in the ladies' restroom. After discussion, a vanity or wall shelf will be installed.
 - The upcoming renovations to the Academy was discussed; the new windows will be renovated off site and there will be an estimated 8-week time frame.

Town Operations

- **Town Election:** Tuesday, May 13th
- **Annual Town Meeting:** schedule for June 11 prior to the Commissioners' Meeting.
- **Spring Party:** will be held this upcoming Saturday. If it rains, the event will be held inside.

BPC:

- **Streetscape RFP:** no progress to report
- **Permits for Approval:** none
- tree installation along North Steet ROW: after discussion, 3 sweet gum trees will be requested from Tree Montgomery; adjacent homeowners will be advised of the location.

Grants

- **Historic Preservation Capital Grant:** Scope of work has been submitted and needs MHT approval before the RFP goes out

- **Heritage Montgomery:** new parking sign should be delivered in May
- **MEA CLEG Grant:** new lamp heads should be delivered in May; contract is needed for painting of the light poles and electrical work.

Old Business

- **19801 Georgia Avenue (MNCPPC property):** the permitting of the demolition work was discussed; MNCPPC will be reminded they need a permit from the Town for any work at the property that needs a HAWP.
- **Charter & Ordinances update project:** work in progress
- **Website redesign:** work in progress
- **Academy WiFi:** a mesh system is needed
- **Logo:** the updated Town logo will be debuts at the Annual Town Meeting to solicit feedback from Residents.

Town Property and Infrastructure

- **schoolhouse:** nothing to report
- **Academy:** estimated cost for a new backflow preventor is \$8,000
- **Streetlights:**
 - Pepco
 - A price is needed for the streetlight removal at 1 South and new service 309 Market
 - CAIC "Contribution in Aid of Construction" vs. non-CAIC for updating the streetlights to LED was discussed. There was no decision made.
- **SHA maintenance contract:** Goshen is meeting with SHA about this contract.

Other Business: none

The meeting adjourned at 8:50pm.

Cate McDonald
Town Clerk