

Commissioners Meeting Minutes
Wednesday, October 8, 2025
7:30 pm via Zoom

Commissioners:

Present: Dan Ennis, Dan Donnelly, and Nick Roy

Absent: none

Quorum present? yes

Present during all or portions of the meeting: Clerk Cate McDonald, Treasurer Alice Allen, and Events Manager Cindy Ennis.

Town Residents: none

Others: none

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

ROUTINE TOWN BUSINESS

• **Meeting Minutes**

- Minutes for August & September meetings were approved

• **Budget:**

- The Budget vs. Actuals was reviewed.
 - Expenses for Town events was higher than anticipated; Alice to review and provide a more detailed explanation of where the money was being spent.
- annual report to be filed with the State is complete

• **Events Manager report**

- Cindy reported that rentals are strong
- Exodus Church signed a new 7-week contract for Sundays only and three Friday evenings. Cindy to follow up with Exodus regarding their liability insurance status.

• **Events**

- **Halloween Event:** October 25, with the same volunteer committee as last year.
- **Holiday Brunch:** Sunday, December 7 - brunch

BPC:

- Steff Kerr, Billy Kiniry, and Tristan Stewart were appointed to the BPC and will be sworn in at the next BPC meeting
- RFP update
 - Two bids received with Zoom interviews scheduled for Oct. 15th

Grants

- No updates

New Business

- WSSC Project CP6827A19 - Reddy Branch Sanitary Force Main Replacement.
 - This project and the impact to the Town was discussed. A letter will be drafted and sent to WSSC with the Town's preferred alignments.
 - The Town will request that WSSC bury the powerlines when the work for this project is being done.

- WSSC's timeline is estimated at 7-9 years including 2 years for construction.

Town Property and Infrastructure

- **Streetlights:**
 - Pepco has not moved the streetlight on western Market Street due to SHA delay
 - Pepco has updated our streetlight count but our bill is not lower, even with the switch to LED lighting for the Town poles.
- **Academy**
 - Interior painting quotes for the Academy were reviewed.
 - The timing relative carpet replacement and window refurbishment were discussed to minimize disruption of rentals.
- **Infrastructure**
 - flagstone pavers: two quotes received for \$5,500 and \$7,700; a third quote is expected soon.
 - Clean-up date is scheduled for Saturday, November 8th from 9:00am – 1:00pm. The Scouts will be invited to help spread mulch.
 - Dumpster for bulk trash will be ordered.

Open Discussion

The meeting adjourned at 8:38pm.

Cate McDonald

Town Clerk