

Commissioners Meeting Minutes
Wednesday, December 10, 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 November meetings were approved.
- **Budget:**
 - The Budget vs. Actuals was reviewed.
 - Year end items are in process.
 - Direct deposit fee of \$360 annually was approved for Staff payroll.
- **Events Manager report**
 - Approximately \$10K in rental revenue has been generated this fiscal year.
 - Exodus Church has fulfilled their contract and their security deposit will be returned
- **Events**
 - **Spring Event:** Events Manager will reach out to residents about help arranging a spring event.
 - **Semi-Annual Town Meeting:**
 - via Zoom on Wednesday, February 4, 2026 followed by the Commissioners Meeting.
 - A discussion was had about the need to upgrade our equipment for hybrid meetings. This topic will be an on-going discussion.

BPC:

- RFP update: no update
- WSSC Project CP6827A19 - Reddy Branch Sanitary Force Main Replacement: Doug Lohmeyer will be asked to consult with WSSC on behalf of the Town about possible alignments.

Grants

- No updates

Old Business:

- **Property Maintenance / Historic Preservation.**
 - The timeline for enforcement will be a agenda item at the Semi-Annual Meeting

Town Property and Infrastructure

- **Academy**
 - Grants for acoustic improvements will be sought.
 - The hydrant connection need work; Mark Davis will be asked to consult.
- **Schoolhouse:** nothing new to report
- **Infrastructure**
 - SHA is waiting on a permit before the streetlight in the 300 block of Market St is moved.
 - flagstone pavers project at the end of Water St. is complete
 - The recent ice/snow mix was discussed; there was a lot of salt placed down on North St.

Open Discussion:

- None.

The meeting adjourned at 8:25pm.

Cate McDonald

Town Clerk